

THE PARISH COUNCIL OF SEDBERGH

Minutes of the Meeting of the Parish Council of Sedbergh held in the Committee Room of the People's Hall, Howgill Lane, Sedbergh at 7.30pm on Thursday 14th June 2018

Present: Councillors Lancaster, McPherson, Arnold, Capstick, Longlands, Bromley, Brooks and Sedgwick

Part I

1. Apologies

There were no apologies.

2. Requests for Dispensations

There were no requests for dispensations.

3. Declarations of Interest

There were no declarations of interest.

4. Public Participation

Dr Gina Barney – Sedbergh People's Hall, concern has been raised in relation to the new flower/shrub bed at the car parking area at the People's Hall that is now overrun with weeds. SPC maintain responsibility for a section of this bed and Cllr Arnold was able to confirm that the Sedbergh School Challenge week will be addressing this area in July, and that future maintenance will become part of the remit of the Handyman (time allowing). It was agreed that responsibility of this area would fall within the remit of the Amenities Committee.

5. Minutes of the Meetings of the Parish Council 10th May 2018

The minutes of the last meetings (including AMPC) were agreed as a true record and signed by the Chairman, Cllr Lancaster.

6. Matters arising from the Minutes of 10th May 2018

There were no updates to report from the meetings held in May, that were not already included on the Agenda.

7. Co-Option

Three names had been put forward for consideration for Co-Option to Sedbergh Parish Council. Edward Welti, Suzie Pye and Samantha Farrell. All received individual nominations and seconders, with Edward Welti and Samantha Farrell being unanimously voted and duly co-opted. Suzie Pye did not receive sufficient votes and was, therefore, unsuccessful.

8. Report from District/County Council

Apologies were received from CCC Cllr Cotton. District Councillor Sheila Capstick attended and introduced herself to Members. Cllr Sheila Capstick wished to express her shock over recent events, which included theft, vandalism, intimidation, abuse, criminal damage, anti-social behavior, horses racing on public roads etc during the migration of Travellers through Sedbergh during May/June. Cllr Sheila Capstick had contacted the Police Crime Commissioners Office and subsequently, PCC Peter McCall visited the town on 4th June 2018. Cllr Sheila Capstick wished to thank PCC Peter McCall for his support at that time. Further noted, that a Public Meeting is to be held in Sedbergh later this month, to allow residents to meet with Cumbria Police, SLDC and CCC to discuss their concerns. Cllrs Lancaster and McPherson were additionally able to add that a meeting of the Respect Group is scheduled in July to discuss the issues from 2018 and consider plans/interventions for 2019.

9. Highways Matters

Cllr Lancaster wished to add this item to the Agenda, for all subsequent meetings, to allow Members to highlight any concerns over Highways matters. It was noted that Oaks Lane had recently been surface dressed, though no potholes filled in prior and that the works carried out at Croasdale, Howgill would need to be investigated by CCC as it seems that the culvert has inadvertently been filled.

10. Planning

The attached Planning Report was considered and adopted by the meeting.

11. Finance

It was noted that the recent P&R Meeting had not been quorate and, therefore, the following decisions were made by full council.

- a) Bank Reconciliation and Financial Summary 2018/2019 – Internal Audit Report 2017/2018 - Members received the Bank Reconciliation, along with a current summary of income and expenditure and the current bank statements, these were accepted by SPC and signed by two Members. Further noted were the comments of the Internal Audit (attached).
- b) Annual Governance Statement 2017/2018 – Members noted the previously circulated Annual Governance Statement and confirmed the arrangements for the preparation of the Accounting Statement. The Annual Governance Statement was approved by Members and signed by The Chair and The Clerk of Sedbergh Parish Council.
- c) Accounting Statements 2017/2018 – Members noted the previously circulated Accounting Statement for 2017/2018, confirming that it presents a fair financial position of the authority and was approved by Members – and subsequently signed by the Chair. Previously signed by the Clerk (RFO) of Sedbergh Parish Council in preparation of the Annual Meeting of the Parish Council.
- d) Request for payments – Members noted the attached list of payment requests and all were approved. In particular, it was noted that the current insurance premium would increase in line with figures obtained by the Clerk for additional items to be included for buildings, war memorial and fountain, with immediate effect – total additional premium £774.56.

12. Grants

The following grants were considered by Members.

- a) Sedbergh Literacy Trust – Book Festival 2018 – an application for the sum of £250 had been received and was approved by Members. Further noted at this Item, was some recent Correspondence (Item 18) seeking the Council's support for a temporary 'Book Town' Book Shelter at the Bus Shelter on Main Street, and this was supported by Members. It was noted that this would involve the placement of enclosed shelving on either side of the shelter, along with some signage. The Clerk was able to confirm that the URC also had no objections to this proposal.
- b) Sedbergh Ladies Netball Team – an application for up to the sum of £4610 had been received. Members discussed the application and showed support for the sporting activity and the work already carried out by Members to progress this team, their recent successes were also acknowledged. Members did note that no fundraising had been done by the Team thus far and would encourage this for the future. Cllr Longlands proposed a sum of £1300 and this was approved by Members.

13. Amenities Committee

The (attached) minutes of the meeting – 6th June 2018, were received and adopted by Members. In particular, Members noted that clarification needs to be sought on issuing of jobs to the Handyperson and it was agreed that this would be discussed further in Part II. It was also noted that a key code will be fixed to the door at the Parish Council office as soon as practicable.

Members noted a late item of Correspondence (Item 18) that had been received from Sedbergh Wanderers FC in regard to their plans to liaise with the FA over pitch improvements at the playing field at Havera. Notably, their hope to Fraise Mow (Koro Renovation) the pitch. Members agreed that they wished to support the ongoing proposed improvement works. However, before giving final approval **further** clarification was required with regard to any future tenders for works to be carried out as SPC might need to be the lead on any future grant applications in view of its Standing Orders and Financial Regulations.

14. Mayfell playpark

Members were advised that SLDC and the Clerk have submitted three recent grant applications, and decisions are awaited. The Clerk hopes to meet with SLDC in July for a full update on the current position.

15. Queen's Garden

The Committee have planned a meeting for 29th June 2018, noting that an AGM for the Friends of Queen's Garden is planned on 23rd July 2018. Members noted the recent 'Afternoon Tea' in the gardens on Saturday 12th May 2018 and the generous donations received towards future projects in the Garden. Members additionally noted an item of Correspondence (Item 18) in regard to a proposal to spray weeds in the Garden following the kind offer of a local contractor. This was discussed at length, as Cllr McPherson was concerned over the proposed product containing glyphosate, wishing for Members to consider alternatives. Cllr Arnold proposed that Cllr McPherson be given a period of time to find a suitable alternative product prior to the meeting scheduled on 29th June 2018 and if one could not be found, then the use of Round Up should be progressed. Members voted in favour with Cllr McPherson abstaining.

16. Tennis Courts

Members noted that works to encapsulate the asbestos at the Pavilion are planned with a local contractor.

17. Joss Lane car park

The Clerk is awaiting a further update from SLDC's Property Services Contract Manager - Mr Thomas and will report further in due course.

18. Correspondence

The attached Clerk's Report was considered by the meeting.

- i) Street Name Plates – Cllr Arnold has tried to contact the resident, however, has so far been unsuccessful.
- ii) Langstone Fell car parking area – it was noted that works on the Sedgwick Trail are due to commence during Sedbergh School Challenge Week. Confirmation on proposed outline plans for the parking area are still awaited from the Land Agent and the Clerk will seek an update.
- iii) Friends of Queen's Garden – request permission to spray weeds following the kind offer of a local approved contractor.
- iv) Well Being Meeting to be held at Sedbergh Library 21st June 2018
- v) Cancer Reduction Foundation meeting is to be held on 19th June 2018
- vi) Resident – concerns raised over incidents reported during Appleby Horse Fair migration and reported to SLDC and Cumbria Police.
- vii) Maryfell Parking – residents wished to highlight concern over recent parking issues on Maryfell, that include vehicles parking on the opposite side of the road therefore causing some obstruction and cars parking at the footpath entrance close to the zebra crossing. Members noted that the Clerk will endeavor to receive an update from SLH over the parking issue previously raised in this area. Additionally, noting the Council's offer to consider some works on the green area in an effort to improve parking in the vicinity.
- viii) Sedbergh Wanderers Football Club – request for an in principal authority regarding support to progress the pitch improvement works for the pitch area.

- ix) Consideration of CCTV for Sedbergh Main Street – Members noted the recent minutes from the Chamber of Trade meeting, including the hope for SPC to consider their thoughts on CCTV in Sedbergh. Members noted the contents and will await further information/update from The Chamber in regard to potential costs/implications for the town. Noting that individual businesses could install CCTV on their individual premises and that the installation of CCTV covering public areas was far more problematic.

19. Date and Time of next meeting - Thursday 12th July 2018 at 7.30pm in the Committee Room, People's Hall, Howgill Lane, Sedbergh.

Part II

In accordance with Standing Orders it was proposed and resolved that the public should be excluded from the meeting by reason of the confidential nature of the financial information to be discussed in relation to the following two items

20. Clerk/Contractors Pay

Cllr Lancaster agreed to gather additional information in regard to the Clerk's pay and will report at a future meeting. In respect of the Handyman/Main Street Toilet, Members agreed that the original rate for Main Street toilets remain unchanged. Should extra hours be required for cleaning, these should be authorized in advance with the Amenities Committee or the Parish Clerk. However, additional maintenance hours authorized, should be at the Handyman rate.

21. Tennis Court – Tender Invites

It was noted that six tenders had been received and opened by Cllrs Lancaster, Bromley and Sedgwick prior to the meeting, as agreed. The Tenders received were briefly discussed by members and it was agreed that on first inspection three appeared to be better than the others. The sub group would bear this in mind at their meeting but would not be bound by it. Given the time constraints of this evening a subsequent meeting with Cllrs Sedgwick, Lancaster and Bromley would be convened on Monday 18th June 2018 to consider further. Members agreed delegated authority to these Members in order that the award could subsequently be made.