

## **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 13<sup>th</sup> September 2018**

**Present:** Councillors Lancaster, McPherson, Arnold, Brooks, Capstick, Longlands, Bromley, Cowperthwaite and Welti. (Cllr Cowperthwaite was welcomed to SPC)

#### **Part 1**

##### **1. Apologies**

Apologies were received and accepted for Cllr Sedgwick

##### **2. Requests for Dispensations**

There were no requests for dispensations.

##### **3. Declarations of Interest**

There were Declarations received from Cllr Lancaster (Item 9 Planning) and from Cllrs McPherson & Bromley (Item 11 Grants)

##### **4. Public Participation**

Farfield Mill – The attached summary was presented to Members in relation to the current rescue plan for Farfield Mill, including details of the community share issue, which would result in Farfield Mill becoming a Community Benefit Society. Members noted that the sum of £365k was the aim of the launch, with some £100k pledged in match funding – leaving a balance of £265k. It was noted that Farfield Mill will launch the share offer on 29<sup>th</sup> September 2018. Investments are available from £50 to £30,000. The initial share offer will run over a six-week period, at which point Trustees at Farfield Mill will know how successful the initial launch has been. Members thanked representation from Farfield Mill for their update.

##### **5. Minutes of the Meetings of the Parish Council 9<sup>th</sup> August 2018**

The minutes of the last meeting were agreed as a true record and signed by the Chairman, Cllr Lancaster.

##### **6. Matters arising from the Minutes of 9<sup>th</sup> August 2018**

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

##### **7. Report from District/County Council**

Apologies were received from CCC Cllr Cotton. Cllr Lancaster advised that a Respect Group meeting was also scheduled later this month.. Cllr Shiela Capstick wished Members to be aware of the continued problems with parking at Maryfell/Long Lane/Settlebeck now that school had returned. PCSO Jefferey will be monitoring the area.

##### **8. Highways Matters**

Cllr Lancaster proposed that an approach be made to a local contractor in regard to cutting the hedgerow on the Dent road – from Millthrop Bridge to the boundary with Dent. Noting that Dent Parish Council have been attending to the hedgerow from there-in to Dent. Further noting that Cllr Lancaster would utilize funds from District Council allowance if Members agreed. It was noted that this was only practicable on B roads and that perhaps this area could be considered for hedge cutting on a trial basis. Members agreed, therefore, that Cllr Lancaster should approach the Contractor used at Dent PC and request a price for the section highlighted on the Dent road, and report to Members in due course. Members further noted a stretch of road close to Dove Cote Ghyll needed urgent attention and The Clerk was asked to contact CCC to report and support current concerns.

## **9. Planning**

The attached Planning minutes were received by the meeting. In particular, Members noted the comments made in relation to S/03/423A Barn adjacent to High Birks House, Cautley and S/09/626 Barn at Foxhole Rigg Lane, Cautley, Sedbergh. Finally, Members additionally noted the recent commencement of repairs to New Bridge following a collision some two years ago, with clarification now being sought from YDNPA in regard to the current appearance of the stonework.

## **10. Finance**

The attached Policy and Resource minutes were received by the meeting and all requests for payments were approved. It was noted that a payment to WaterPlus was currently being withheld until a satisfactory explanation could be resolved in regard to a backdated payment request. Members also noted a request from the Committee in relation to Budget requirements for 2019/2020. The Clerk's Contract of Employment was discussed under Part II.

## **11. Grants**

The following grant was considered by Members.

- a) Sedbergh Allotment Association - £700.00 – Members discussed the grant application, along with supporting documents and the recommendation from Policy & Resource Committee. Noting that the sum requested was for a contribution towards costs for the proposed installation of a drain at the Allotment site to alleviate flooding that results from failure of a public sewer. Members voted and it was agreed to approve the sum of £700 to support the project. With two Members voting in support and the remainder abstaining. (Cllrs McPherson and Bromley did not vote, having declared an interest). Further, it was agreed by Members that SPC should additionally write to United Utilities requesting an urgent update on the condition of the sewers/drains as it had been noted their attendance continued in the area periodically. It was understood that this was a long-standing problem and that a satisfactory answer should be sought from UU in light of this Grant assistance request.

## **12. Amenities Committee**

The attached Amenities minutes were received by the meeting. Of particular note was a request for the Clerk to send a formal thanks for the swift repair to the wall at Joss Lane car park by a local contractor, also extending thanks to a resident in regard to voluntarily oiling/staining benches along Main Street recently. Further noted was the progression of the proposed improvement works at the toilets on Main Street and Members considered the likely costs involved in completing the works. Noting that the some of the anticipated expenditure would be utilized from monies donated at the toilets – balance currently standing circa £1780. It was further noted that following repair to the mower in relation to the Handyman role, Members agreed to reimburse expenditure as previously resolved, as damage had been incurred whilst carrying out works on behalf of SPC. Finally, Cllr Arnold was able to advise he was continuing to liaise with a local resident over proposals to improve Street signs in Sedbergh and this would be reported at a future meeting.

## **13. Mayfell playpark and parking**

The Clerk continues to liaise with SLDC over the play park project, noting the funds recently received towards the planned refurbishment. An update is hoped for the October meeting. In respect of parking at Maryfell, the Clerk was able to update Members following recent communications with South Lakes Housing. SLH hope to prepare a plan for additional parking, potentially on the green area at Maryfell – this was a continuation from SPC's previous talks with CCC/YDNPA/SLH in regard to problematic parking. SLH hope to arrange a local 'drop in' event for feedback on proposals in due course.

## **14. Queen's Garden**

Cllr Lancaster gave a verbal report from a recent brief meeting with representation from the Friend's of Queen's Garden, along with Cllr McPherson. In particular, it was noted that one of the signs that faces the road was in a poor state and not particularly visible from the road side.

Cllr Arnold advised that he believed this sign was beyond repair. Additionally, it was further noted the requirement to consider a risk assessment of trees in the Gardens and The Clerk was, therefore, requested to approach neighbouring parishes for guidance on potential local contractors and anticipated costs.

### **15. Tennis Courts**

Members noted that works were progressing well and that the new fencing was in situ and the courts has been resurfaced this week. The Tennis Club representative continues to monitor progress and it is noted that the next stage of spraying/lining is due to commence at the beginning of October. In regard to recent discussions over a formal sub-lease at the courts, Members noted that Cllrs Lancaster/McPherson and Bromley had recently met with representation from The Tennis Club and that the draft sub lease had been taken away for further consideration/observation by the Club. In particular, the thoughts of the Agents acting for SLDC in relation to the ancillary car parking area were noted, in that responsibility for the car parking may need to remain with SPC which may further result in Parking Permits being required to park on the land, as currently required at both Loftus Hill and Joss Lane car parks. However, further discussions would be ongoing in this regard.

### **16. Joss Lane car park**

The Clerk was able to note a recent update from SLDC's Mr Thomas in regard to the car park. In that a Capital Growth Bid application had been made towards the proposed project with SLDC. Once the outcome of this applications was known, further updates would be given, including the requirement to consider a LIP application for the further funds required for the enhancement scheme.

### **17. Loftus Hill car park**

Members noted that Cllrs Lancaster and McPherson had met with Sedbergh School in August and that a further update from SS in regard to the lease (now expired) was awaited. Additionally, it was noted that The Clerk has requested some feedback on the condition of the car park from a representative at SLDC.

### **18. Correspondence**

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

- i) Bus/Book shelter - items of correspondence had been received in regard to the bus/book shelter. It was noted that the minute in June 2018 acknowledged support for a temporary Book Town Book shelter. Correspondence received showed a clear conflict in views, however, Members felt they were unable to comment further following the original minute in June 2018 and that this would, therefore, be placed on the Agenda for the December meeting. This would allow a six months period to pass as prescribed in Standing Orders.
- ii) Sedbergh CIC – Members noted that following feedback from the CIC in regard to a nominee from SPC, the item should be placed on the Agenda for October for Members to discuss further.
- iii) Poppy Event – Members noted the event planned at St Andrew's Church, in that it was hoped that a 'river' of poppies would be on display at the Church. Members were invited to knit a poppy to add to the installation and Cllr Brooks advised she hoped to contribute.
- iv) Samantha Farrell – Cllr Farrell's resignation was acknowledged, creating a Vacancy and it was agreed that a Notice of Vacancy would be placed in the Parish notice board in due course and that SLDC should be notified. Consideration of replacement on the Amenities Committee should be considered at the October meeting.
- v) YDNPA Parish Forum – the next meeting of the Forum is to be held Wednesday 10<sup>th</sup> October and Cllr Lancaster and the Clerk will attend. Cllr McPherson will be the Chair at the meeting on behalf of YDNPA.
- vi) Sedbergh School Voluntary Scheme/Service – Members have been asked to consider potential mini projects/schemes around Sedbergh that pupils from SS could become involved with or lead on a regular basis throughout term time. The Clerk is also liaising with CCC Community Development Officer over potential projects/schemes.

**19. Date and Time of next meeting - Thursday 11<sup>th</sup> October 2018 at 7.30pm in the Committee Room, People's Hall, Howgill Lane, Sedbergh.**

**Part II**

**It was resolved that the public should be excluded from the meeting for the following item by reason of the confidential nature of the financial information to be discussed.**

**20. Clerks Renumeration**

Members agreed the recommendations of Cllrs Lancaster and McPherson in regard to the addendum to the Clerk's current contract of employment. In that the Clerk should be appointed to NJC34 with increased hours of 24 weekly. Additionally, noting the job title to include, Executive Officer and that a biennial appraisal should be completed. It was further agreed that Cllrs Lancaster and McPherson would consider the current Job Description and amend/update as necessary, reporting at a future meeting.