

## **THE PARISH COUNCIL OF SEDBERGH**

**Minutes of the monthly Meeting for the Parish Council of Sedbergh, held in the Committee Room, Sedbergh People’s Hall, Howgill Lane, Sedbergh at 7.30 pm on Thursday 14<sup>th</sup> April 2022.**

**Present:** Councillors Lancaster (Chair), Arnold, Longlands, Sedgwick, Capstick, Brooks and McPherson

### Part I

#### **1. Apologies**

Apologies were received from Cllr Cowperthwaite, Welti and Bromley and accepted by the meeting. One Vacancy.

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

There were no requests for dispensations.

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

There were no declarations of interest.

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

Members welcomed representatives for the Sedbergh Town Twinning Committee, highlighting their concern for dwindling numbers on the Committee and the hope to find new supporters and active members to continue to take the Town Twinning Committee forward in the future. It was resolved, that the Parish Council would ask the Sedbergh Economic Partnership to facilitate an Agenda item at their next meeting for further discussion. Members thanked those that attended to represent the Committee/Group and in particular, the Chairman endorsed the sentiment of the attached briefing.

#### **5. Minutes of the Meetings of the Parish Council 10<sup>th</sup> March 2022**

Members resolved to adopt the minutes of the Parish Council meetings held on 10<sup>th</sup> March 2022 and the minutes were signed by the Chairman.

#### **6. Matters noted from the Minutes of 10<sup>th</sup> March 2022**

There were no matters to note, all ongoing items were included on the agenda.

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

Apologies were received from County Cllr Cotton. Cllrs Pye and Mitchell did not attend. Cllr Lancaster noted a brief update on the Local Government Reorganisation, including noting that Town Twinning (throughout Cumbria) had been acknowledged in recent discussions for the LGR.

#### **8. To receive an update on the planned Local Government Reorganisation/Notice of Election – Westmorland and Furness Council and Parish Elections 2022**

It was noted that the Notice of Election for the new Shadow Authority had been given, with Elections due to take place on 5<sup>th</sup> May 2022. Members also noted the recent Statement of Persons Nominated – giving an Uncontested Result for the 5<sup>th</sup> May 2022 Sedbergh Parish Council Election. All existing Members of Sedbergh Parish Council had stood again, leaving one vacancy. Acceptance of Office and Declarations of Interest would be completed following Election Day – 5<sup>th</sup> May 2022. Members also confirmed they would be looking to Co-Opt at the June meeting, following the Annual Meetings scheduled on 12<sup>th</sup> May 2022.

## 9. Planning

The Planning Committee had not met, the following application was noted.

**S/03/204A Beckfoot Farm, Ings Lane, Howgill**, Full planning permission for use of field as permanent camping for tents and camper vans, erection of toilet/shower block and installation of package treatment plant. Members were surprised to see the withdrawal of this application.

## 10. Finance

Members received the minutes from the meetings held on 11<sup>th</sup> April 2022. Members resolved to approve all payments recommended for approval, along with adoption of Standing Orders, Financial Regulations, Asset Register and the Risk Assessment. Members resolved to delegate authority to the current Finance Committee, due to meet on 2<sup>nd</sup> May, to approve payments as might be required. The next formal Annual Meetings scheduled on 12<sup>th</sup> May 2022 would cause too much of a delay for approval. Finally, Members resolved that Cllrs Lancaster, Brooks, and Arnold would be the authorised signatories for the Parish Accounts, along with the Clerk, continuing with dual authorisation for all payments, with particular view to the future ongoing plans to switch to online banking.

## 11. Grants

No Grant application had been received; however, Members were mindful of a potential request to contribute toward the role of the current Economic Advisor post - Sedbergh Economic Partnership. Members, therefore, asked if the Sedbergh Economic Partnership might provide some details of the role, future vision/conditions of employment etc, in order to make an informed decision.

## 12. Amenities Committee

Members received the minutes of the meeting held on 6<sup>th</sup> April 2022. It was noted that the Clerk would liaise further with Friends of the Lake District (FLD) in respect of the ongoing street light project, with Members resolving that an estimate of costs to replace all out of date lighting, be obtained in the first instance, so that a future rolling program might be considered – alongside any project that FLD continue to coordinate in the short term, including potential grant funding. Members also noted the continuing deterioration of Joss Lane car park's surface/lining, and the requirement to progress a project to improvements/resurface. It was resolved that the Clerk should make contact with a local contractor, over the possibility of writing a tender for a future project (obtaining costs), which would allow the Council to consider the project further. This might include approaching South Lakeland District Council for future financial support. Finally, it was noted, that United Utilities had recently attended a burst water pipe at the playing field, Howgill Lane, which had been repaired, but failed again. Work was scheduled again on 15<sup>th</sup> April 2022.

i) Bowling Club proposal to improve Clubhouse/pavilion. Members supported the desire to make improvements to the Clubhouse and look forward to formal plans, for future comment, in due course. Members noted that the current plans included removal of the existing toilet block, which also includes a store for the Parish Council. The Clerk was asked to raise this with the Bowling Club, asking that they consider an alternative storage solution as part of the scheme. Also highlighting, for the Club's ongoing reference, that the shed does include asbestos within the roof.

## 13. Update on Projects

Loftus Hill car park – the Clerk was awaiting a copy of the completed lease.

Jubilee Fountain – the Clerk understands that the contractor visited the site recently, and is awaiting an update on any progress.

Electric Vehicle Charging – following various ongoing correspondence, Members resolved that the best way to progress, at this time, was for the Clerk to investigate potential funding via The Energy Saving Trust, On-Street Residential ChargePoint Scheme (ORCS), Office for Zero Emission Vehicles(OZEV) and then consider planning a tender for EV installation at Joss Lane and Loftus Hill car park.

#### **14. Queen’s Garden**

The Queen’s Garden Committee had not met. It was noted, however, that at a recent site meeting to discuss a potential groundwork tender, it was now understood that the planned Bandstand would not be sufficient for the Town band. After further discussion with the Town band, the minimum size would be some 6m in diameter and too large/intrusive for the area planned. It was noted, therefore, that Members of the Committee will meet again and discuss further options – including perhaps levelling an area to allow theatre/band performances. The Grant, received from the Community Trust toward this project, will be held in Reserve awaiting confirmation of future plans. If the Bandstand project does not progress, the grant will be returned to the Community Trust. Members noted that works had been completed to trees on the eastern boundary and the tree stumps (from Storm Arwen) had now been ground and levelled. Finally, following the report of some potential minor damage to the northern boundary wall, it was noted that no further action was required.

#### **15. Highways Matters**

- i) Proposed footpath at Howgill Lane. Members noted the tenders received (see also Part II). Information will now be referred to Cumbria County Council for further feedback and confirmation of potential future progression, in line with the original proposal.
- ii) ongoing concern for parked vehicles on Station Road (close to junction with Highfield Road). Members noted that problematic parking continues here (and Castlegarth/Thorns Lane areas) and requested that the Clerk seek an update on the yellow lining request previously submitted to Cumbria County Council. Whilst there are no restrictions currently on Station Road, unfortunately, vehicles are sometimes parking on the pavement and causing increased difficulties for pedestrians, prams, wheelchair, mobility scooters etc too.

#### **16. Correspondence**

The attached Clerk’s Correspondence list was noted by the meeting:

- i) Queen’s Platinum Jubilee – there were no updates on plans for the town.
- ii) Sedbergh Economic Partnership meeting – a meeting is scheduled on 29<sup>th</sup> April 2022 and the Clerk will request that Town Twinning is included on the agenda.
- iii) United Utilities – the Clerk noted that UU had attended the inspection chamber, close to Birks Lane, following a surcharge of sewage. It was noted that some remedial works had been carried out. A further update on any provision for potential improvement works, following the anticipated increased in housing (Station Road development), had not been received.
- iv) Community Project – People’s Hall Garden area – thank you to Shell International for completing a voluntary project at the garden earlier this month.
- v) Street Name/Number Team (SLDC) – housing development off Station Road – Members considered the proposed name submitted by the developer – Old Showground, however, thought that Showfield may be a more appropriate acknowledgement to the site.
- vi) Sedbergh Together Network – Ukrainian Refugees. Members noted recent discussions around supporting local families hosting Ukrainian refugees and resolved to invite the Coordinator for the Sedbergh Together Network to give a short presentation at the Annual Meeting on the Parish in May, allowing interested parties to also attend.
- vii) Yorkshire Dales National Park Forum - Cllr Lancaster hopes to attend the Forum meeting, along with A N Other.
- viii) Yorkshire Dales National Park – Election of Parish Member to the Yorkshire Dales National Park – information was circulated to Members.
- ix) Complaint – Main Street toilets – (see Part II)

**17. Date and Time of next meeting - Thursday 12<sup>th</sup> May 2022 Annual Parish Meeting commencing at 7.00pm, followed by the Annual Meeting of the Parish Council (approx. 7.30pm start) followed by the normal monthly meeting of the Parish Council (approx. 8.00/8.15pm) in the Committee Room, Sedbergh People’s Hall, Howgill Lane, Sedbergh.**

Part II

It was resolved and agreed that the public should be excluded from the meeting for reason of the financially sensitive and confidential nature of the items to be discussed.

**15. Highways Matters**

Proposed footpath at Howgill Lane. Members resolved to go into part two to discuss the tenders.

**16. Correspondence**

ix) Complaint, Main Street toilets. An incident had been reported to the Clerk on 7<sup>th</sup> April 2022. Members discussed the incident and a letter will be issued to the complainant.

**18. Road Safety A684**

Members resolved to go into part two to discuss an update from CANS (Councils Against Noise and Speed).

**19. Legacy monies/Update Solicitors**

Members resolved to go into part two to discuss any update on legacy monies anticipated. No updates were available at this time. Members continue to discuss future legal representation arrangements of the Council.

**20. Clerk's Term and Conditions**

Members resolved to approve the recommended terms and conditions for the Clerk. Appointing to spinal column 30 on the National Joint Council (NJC) with an increase of one spinal point each year, for the following four years, also resolving to commence Pension contributions of 10%, with an uplift in hours to 26 per week.