

ALLITHWAITE AND CARTMEL PARISH COUNCIL

MINUTES OF ALLITHWAITE AND CARTMEL PARISH COUNCIL HELD VIA ZOOM ON THURSDAY 11th FEBRUARY 2021

Present: Cllr Johnson (Chair), Cllr Anderson, Cllr Dean, Cllr Huggett, Cllr Lamb, Cllr Lewis, Cllr Sanderson, Cllr Sim, and Julie Hendry, Parish Clerk (acpc.clerk@gmail.com)

In attendance: Mr Peacock

Item	Action Point	Person
1	Apologies received from: Cllr France, Cllr Gardner and Cllr Simpson	
2	Declarations of interest: none received	
3	Minutes of the previous meeting of 12 January 2021: Noted and accepted as a true reflection of the meeting by the Council	
4	Public Participation: a. Community participation: No matters raised by the attending member of the public b. District Council update: None received c. County Council update: Cllr Sanderson previously circulated a report and also described significant activities related to schools with grants being made available for school activities taking place into 2022. Partnership working between the NHS and local government highlighted areas of good practice. Increases to Council Tax were being voted on imminently with these increases being directed to funding of Adult Social Care. The Greening Project is building in momentum with a meeting planned on 16 February. Local elections are still planned to take place in May, but further guidance is awaited. d. Police report: None received	
5	Action from Previous Minutes (if not covered elsewhere on the agenda) None discussed	
6	Correspondence (as previously circulated): The email sent from David Fone to Cllr France RE grass verges will be discussed as a separate agenda item at the next PC meeting	JH
7	Neighbourhood Plan update Cllr Lamb reported that he had made contact with Claire of Kirkwells for a revised plan but had received no response. He agreed to follow this up and report back to the next PC meeting.	ML
8	Parish Communications review findings: Cllrs Lamb, France and Sim It was agreed that this working group would be called the Media Working Group and would also include Cllr Lewis, having media experience, and the Parish Clerk to take forward the recommendations agreed by the Parish Council. a. Newsletter: Discussion was held on the three options previously submitted and Cllr Sim proposed that a half page, complete with PC header and footer, would be adequate for PC requirements. The proposal was accepted, and the Parish Clerk agreed to obtain a price from Grange Now to bring back to the Media Working Group (MWG) for discussion.	JH DH

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	<p>b. Noticeboards: The Council agreed that use of a section of the Village Hall noticeboard in Cartmel could be offered for PC use and this offer was accepted. Cllr Anderson’s proposal to seek a replacement for the existing Cartmel Noticeboard was supported by the PC. A volunteer is required to take a lead on the procurement process and will be supported by the Parish Clerk.</p> <p>b. Website: Cllr Lamb updated the meeting about the issues being faced when using the current website and it was agreed by all that the current website was no longer fit for purpose. An options paper had previously been circulated and following further discussion on the options available it was agreed that the best, and most cost effective, option was the IH Media option as this company already had experience in designing PC websites in the local area. Examples of these websites were reported to be simple, user-friendly and visually appealing. Cllr Sim proposed that the Parish Clerk should make contact with IH Media to take discussion forward in firming the design and costings for a new PC website. The Councillors voted unanimously to approve the proposal. The Parish Clerk agreed to convene a meeting of the MWG to take this piece of work forward on behalf of the PC.</p>	<p style="text-align: center;">All</p> <p style="text-align: center;">JH</p> <p style="text-align: center;">JH/MWG</p>
<p style="text-align: center;">9</p>	<p>Planning: The Parish Council discussed the following application to enable a response to be made to SLDC Planning Committee:</p> <p>a. Consideration of relevant planning applications:</p> <p>i. SL/2021/0029, Barn Hey, Flookburgh Road, Allithwaite. Approval of reserved matters for four detached dwellings with associated parking and vehicle access approved under outline planning permission SL/2017/0979.</p> <p>ii. SL/2021/0027, Barn Hey, Flookburgh Road, Allithwaite. Erection of 37 dwellings and associated works.</p> <p>The Council decided to view both applications together because they pertained to the same development and needed to be considered on that basis. A number of concerns were raised, and the PC agreed to OBJECT to the development and respond with specific details to SLDC planning team before the deadline of 24 February. Cllr Johnson agreed to work with the Parish Clerk to produce the response.</p>	<p style="text-align: center;">CJ/JH</p>
<p style="text-align: center;">10</p>	<p>Allithwaite matters</p> <p>a. Parish Cottage shed options: Following site visits, obtaining of quotes and protracted discussion at numerous Parish Council meetings it was agreed that the “do nothing” option was not acceptable and that there were so many options to consider that expert advice was required. Cllr Johnson proposed that the PC commission a surveyor to provide a survey and detailed specification of improvements required to the cottage and shed. Cllr Dean seconded this proposal and agreed to provide 3 quotes for the next meeting to consider. With reference to Parish storage, Cllr Johnson also advised that she would be scanning old PC documents for the Parish Clerk to archive on behalf of the PC.</p> <p>b. Parish Cottage: Discussed in item a. above</p>	<p style="text-align: center;">BD</p> <p style="text-align: center;">CJ/JH</p>

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11	<p>Cartmel matters</p> <p>a. CVS minutes for information (previously circulated): Noted by the PC</p> <p>b. Riverside Toilets Working Group establishment: Cllr Dean proposed that a small working group is established to take this forward and agreed to report back to the PC with further detail on names and plans.</p> <p>c. Royal Oak and Kings Arms as Assets of Community Value (ACV) update was provided by Cllr Dean and Cllrs Dean and Johnson agreed to follow up on the matter of leases before the deadline of 28 February.</p> <p>d. Riverside toilets utility bills update: Cllr Dean reported no progress since he wrote the letter to Waterplus+ and agreed to follow this up.</p> <p>e. Footbridge: Cllr Dean reported no progress on the adoption of this as an asset.</p> <p>f. Riverbank safety wall and fence: Following discussion it was agreed that Cllr Dean would summarise the key milestones of this plan and associated costs because these elements and linkages to other schemes were unclear. Although the budget has been approved the Parish Clerk felt that further clarity was required before formal approval could be given for this scheme to commence.</p> <p>g. Bicycle rack in Devonshire Square: Cllr Dean reported no progress has been made</p> <p>h. Defibrillator: Cllr Dean reported that this is now operational.</p> <p>i. Fish Slabs: Phase 2 of the scheme is due to commence once the PC had given formal approval for this to commence.</p> <p>j. Playground wall repair: Re-build is complete and the PC awaits a copy of the invoice from A Team</p>	<p>BD</p> <p>BD/CJ</p> <p>BD</p> <p>BD</p>
12	<p>Finances, Audit and Risk Management</p> <p>a. The Parish Council noted and adopted the recommendations made by the Finance and Governance Working Group held on 21st January 2021 including the payment of the cheques listed on the FGWG agenda.</p> <p>b. The Parish Council approved payment of the invoices/expenses as of 8th February listed on the agenda.</p> <p>c. The RFO proposal that the <i>“Parish Council should apply for a single debit card to be used by the Parish Clerk only to facilitate the payment of online purchases and subscriptions etc in line with the Council Online Banking Policy”</i> was approved by Council. The application form will be submitted in line with this decision.</p> <p>d. Reserves and reserves policy discussion continued, and it was agreed that the latest draft submitted by Cllr Sim would be reviewed by the RFO and sent to councillors for final sign-off at the next meeting.</p> <p>e. Future use of the PC savings account is covered by the Reserves Policy and so decisions on its future use will be finalised in conjunction with the approval of the policy.</p>	<p>JH</p> <p>JH</p> <p>All</p>
13	<p>Highways / Hedges / Roads / Pavements</p> <p>Cllr France had previously circulated a report which elicited no further questions.</p> <p>Councillors raised a number of highways issues under the agenda item 14. (Q&As). This was then followed by a request from the Clerk to discuss these matters under the appropriate heading and to either report on HIMS or send details to Cllr France who is now coordinating Parish highways issues.</p>	<p>All</p>

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14	Questions and answers Items raised under this heading were all highways matters that would in future be discussed under the appropriate agenda item. No other questions or answers were raised.	
15	Items for next meeting agenda a. Quotes to approve for Cottage shed survey: All b. Neighbourhood Plan update: Cllr Lamb c. Parish Media Working Group update: Cllrs France, Lamb, Lewis and Sim d. Reserves and Savings policy discussion and approval: ALL e. Update from Greening Project: Cllr Lewis	
16	Next Meeting The next meeting will take place on 11 th March by Zoom, sign in details will be provided in advance.	ALL