

ALLITHWAITE AND CARTMEL PARISH COUNCIL

MINUTES OF ALLITHWAITE AND CARTMEL PARISH COUNCIL HELD AT CARTMEL VILLAGE HALL ON MONDAY 24th MAY 2021

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

Item	Action Point	Person
1	<p>Election of Chair for the Parish Council Year 2021/2022: Cllr Johnson was nominated to remain as Chair by Cllr Huggett and this was agreed unanimously. Cllr Johnson then signed the Declaration of Acceptance of Office and continued as Chair for the Annual General Meeting.</p>	
2	<p>Apologies received from: Cllr Sanderson and Cllr Sim</p>	
3	<p>Election of Vice-Chair for the Parish Council Year 2021/2022: Cllr Lamb was nominated to remain as Vice-Chair by Cllr Dean and this was agreed unanimously. Cllr Lamb then signed the Declaration of Acceptance of Office and continued as Vice-Chair for the Annual General Meeting.</p>	
4	<p>Election of Trustees and representatives of Charities and Committees and account signatories (document previously circulated for noting and approval): Minor adjustments were made to the 2019/20 version circulated by Cllr Lamb, replacing Cllr Huggett with Cllr Lamb on the Allotments working group, renaming the “house” as the Parish Cottage, renaming the “toilets” as Riverside Toilets and adding the newly formed Finance and Governance Working Group (FGWG) and Media Working Group (MWG). The bank signatories will also be updated and Cllrs Sim and Simpson will be added once the annual audit had been completed. Cllr France These changes will be made and the final version re-circulated to the Parish Council.</p>	<p>JH</p> <p>JH</p>
5	<p>Minutes of the previous meeting held on 15 April: The minutes were noted and accepted as a true reflection of the meeting by the Council.</p>	
6	<p>Declarations of interest: Cllr Lewis advised that as a resident of Beckside that she had an interest in the item (11a, correspondence) related to the pop-up campsite at Beckside, the matter having already been resolved. None were received from other members in respect of items on this agenda.</p>	
7	<p>Requests for Dispensations The Parish Clerk advised that no requests had been received for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.</p>	
8	<p>Register of Members' Interests It was agreed that all councillors would return a newly completed form to record all interests and any changes to the Register of Members' Interests. The Parish Clerk agreed to send the form to all for completion.</p>	JH/ALL

ALLITHWAITE AND CARTMEL PARISH COUNCIL

9	<p>Public Participation:</p> <ul style="list-style-type: none"> a. Community participation: No matters raised as there were no members of the public in attendance. b. District Council update: None received c. County Council update: Report previously submitted by Cllr Sanderson, noted by the Parish Council. d. Police report: Police monthly newsletter circulated prior to the meeting, no comments received. 	
10	<p>Action from Previous Minutes (if not covered elsewhere on the agenda)</p> <p>Cartmel footbridge adoption: As Cllr Sanderson was unable to attend, Cllr Dean reported that there was no progress to report. Until adoption had been agreed by SLDC the footbridge remains a Parish Council asset and should be listed on the asset register and covered by appropriate insurance. The Parish Clerk agreed to take the necessary action.</p>	JH
11	<p>Correspondence (for information as previously circulated):</p> <ul style="list-style-type: none"> a. Becksides pop-up campsite-will not be taking place this year therefore resolved at present. b. Cartmel Racecourse parking charges, noted by the Parish Council. c. DCMS rural broadband consultation, Cllr Lewis agreed to respond on behalf of the Parish Council. d. Great British Spring Clean, 28/5-13/6, noted. e. Lake District Challenge, 12-13th June, noted. f. Riverside Toilet Group meeting, 21 April, minutes previously circulated and noted. g. Electric vehicle charging points, mentioned in the SLDC newsletter, were discussed and Cllrs Dean and Sim agreed to discuss the feasibility of their introduction with the Parish footprint. 	RL CJ SS/BD
12	<p>Neighbourhood Plan update</p> <p>Cllr Lamb provided an update on progress and was aiming to achieve the end of July deadline as costs had previously been discussed and funding of £2K allocated by the Parish Council. Cllr Lamb advised that a further £8K had been applied for and Cllr Dean agreed to check printing costs with SLDC.</p>	ML BD
13	<p>Planning:</p> <p>The Parish Council discussed the following applications to enable a response to be made to SLDC Planning Committee:</p> <ul style="list-style-type: none"> a. SL/2021/0321, Cartmel racecourse car-park and drainage. Cllr Johnson provided an update and requested input from Councillors in relation to the proposed changes to the drainage system. b. SL/2021/0328 Land at Ridgeway, Jack Hill, Allithwaite. Cllrs Lamb and Sim have inspected the site and proposed that the Parish Council had no material grounds on which to comment. c. SL/2021/0505 Barn Garth House Barn Garth Cartmel. Demolition of rear lean-to and erection of a two storey and single storey sunroom extension. The PC agreed that there was NO OBJECTION to this planning application. d. SL/2020/0337 Fairfield Lodge. Cllr Dean agreed to provide an update at the next PC meeting. e. SL/2021/0504, Chestnut Cottage, Cavendish Street, Cartmel. 	ALL BD

ALLITHWAITE AND CARTMEL PARISH COUNCIL

	It was agreed that Councillors would respond before the deadline of 11/6 if the PC intended to make comment on the retrospective planning application.	ALL
14	<p>Environment, climate and sustainability:</p> <p>PEAT meeting update: Cllr Lewis provided an update on the recent vote held to agree the top ten priorities for reducing the carbon footprints of individual properties across the Cartmel Peninsula. She also reported that there would be an opportunity for households to get involved in displaying scarecrows around the villages and for Councillors to advise if they wish to get involved.</p>	ALL
15	<p>Allithwaite matters:</p> <p>a. The use of metal detectors in the quarry/orchard was discussed and Councillors voted unanimously to reject requests to undertake this due to the fragility and ecological importance of these areas. It was also agreed that the Parish Clerk would write to Natural England advising that the quarry face is included as part of the Site of Special Scientific Interest and is owned by the Parish Council.</p> <p>b. Parish Cottage Working Group update and findings of structural survey of cottage and outbuildings: Councillors expressed concern about the condition of the house and “lean-to, posing a risk to health and safety for the tenants and of passers-by in the case of the lean-to. It was agreed that Cllrs Johnson, France, Sim and Lamb would meet urgently to agree and propose a suitable way forward.</p> <p>c. Allithwaite Community Centre and Playing Fields: Update previously circulated by Cllr Sim was noted by the Parish Council.</p>	<p>JH</p> <p>CJ/CF/SS/ML</p>
16	<p>Cartmel matters</p> <p>CVS minutes for information (previously circulated): Noted by the PC</p> <p>a. Lottery Fund application and crowdfunding for Riverside Toilets project: Cllr Dean requested the support of the Parish Council to develop a “wrap-around” grant for the Riverside Toilets (Changing Places project) and Fish Slabs projects. It was agreed that this be placed on the agenda for the next meeting with Councillors requested to read the detail in advance so that the implications were well understood and that any questions could be asked in advance if necessary.</p> <p>b. A Changing Places project donation of £1000 to Riverside Toilets Fund was proposed by Cllr Dean as “seed funding” towards obtaining a grant of £10000. This was seconded by Cllr Lamb and agreed by Councillors.</p>	<p>BD</p> <p>ALL</p> <p>BD</p>
17	<p>Finances, Audit and Risk Management</p> <p>a. The Parish Council noted and approved the payment of the cheques listed on the meeting agenda with the exception of the payment of £30 for the logo which was not approved. The decision was deferred until the following meeting after clarification on how the agreement for the logo payment at the Riverside Toilets meeting had been obtained by Cllr Dean.</p> <p>b. United Utilities claim: Proposal RE “goodwill” payment on account of £150 from Cllr Dean. It was agreed that the Parish Clerk would approach CALC for legal guidance on the next steps.</p>	<p>BD</p> <p>JH</p>

ALLITHWAITE AND CARTMEL PARISH COUNCIL

	c. The Fish Slabs/Riverside Toilets project-structural engineer quotation of £750 + VAT proposed by Cllr Dean (previously circulated) was seconded by Cllr Huggett and the PC voted unanimously to agree payment.	
18	Highways / Hedges / Roads / Pavements a. Issues for reporting on HIMS: No further issues reported at the meeting. b. Mr Fairhurst’s letter RE parking on Back Orchard Road/outside the woodyard, Allithwaite was noted and it was agreed that Cllr France would “signpost” Mr Fairhurst to report the wider issue of parking enforcement using the new HIMS system.	CF
19	Questions and answers a. Cllr Huggett raised the issue of late night singing by musical acts in Unsworth’s Courtyard potentially causing disturbance as they could be heard singing from some distance away from the village centre. b. Cllr France advised that the speed gun was back in the PC possession and discussion was held about whether local schoolchildren would benefit from participating as a community project. Cllr Johnson agreed to seek volunteers via her school contacts and Cllr France agreed to arrange training with the police to provide their training. Cllr Lewis agreed to write a PC Safeguarding Policy. c. Cllr Anderson commented on the Brook House conversion and Cllr Dean agreed to write to SLDC planning team regarding the permission for change of use. d. Cllr Dean asked whether the two riverside benches could be added to the list of jobs undertaken by the Parish Lengthsman. e. Cllr Lewis advised that there is still a need for food boxes in the Parish. f. Cllr Johnson reported an issue with hemlock in the beck which poses a risk to those who enter the water, usually children. She agreed to approach the Environment Agency again to see whether this could be resolved urgently.	CJ/CF/RL BD JH CJ
20	Items for next meeting agenda a. To receive a bank reconciliation for year end 2020/21 b. To review and approve the Parish Risk Register (previously circulated) c. To review and approve the Parish Asset Register (previously circulated) d. To note the internal auditor’s findings e. To approve section 1 Annual Governance Statements f. To approve section 2 Accounting Statements	
16	Next Meeting The next meeting will take place on 24 th June 2021 at 7pm in Cartmel Village Hall	ALL