

# ALLITHWAITE AND CARTMEL PARISH COUNCIL

## MINUTES OF ALLITHWAITE AND CARTMEL PARISH COUNCIL MEETING HELD AT CARTMEL VILLAGE HALL ON THURSDAY 11<sup>th</sup> JULY 2024 at 7.00pm.

**Present:** Cllrs Dean (Chair), Barrett, Donally, Gill, Huggett, James, Johnson, Lamb, Sim and Simpson. The Clerk Christine Downey. Four members of the public up to item 76, and five members of the public from item 77.

- 66 **Apologies** from members unable to attend: -
- 66.1 To note apologies for absence given in advance of the meeting.  
**Cllr Jenny Boak.**
- 66.2 To consider acceptance of reasons for absence – if consideration of reason requested.  
**Not requested.**
- 67 **Declaration of interest:** -
- 67.1 To note declarations of interest not already declared under members Code of Conduct or members register of Discretionary Pecuniary Interests.  
**None.**
- 67.2 To approve dispensation requests – if dispensation request received.  
**None.**
- 68 **Public Participation:** -
- 68.1 **To receive comments & Concerns:** To hear matters raised by members of the public or Cllrs with an interest (that are allowed to speak) either on agenda items or for future consideration. (NB: for non-agenda items Members of the Council are not permitted to respond, except to ask questions for the purpose of clarification: A member of the public shall not speak for more than 3 minutes)
- A member of the public raised three issues: -
- They asked if the report for item 74 (New Unitary Authority Emerging Local Plan) will be made public? The Chair explained that the new Local Plan will call for sites, and that the Parish Council were only notified about this two weeks ago. There will be a public consultation event in Grange, and a verbal report will be given to this meeting at item 74.
  - They questions whether the Triangle at Allithwaite a suitable site for an Unknown Tommy statue is because it might block the view of motorists, item 84.2 refers. This point will be taken into consideration when item 84.2 is discussed by the council.
  - They reported that they are unable to access the Parish Council minutes online and are receiving a “page unknown” message when they attempt to do so. It was explained that it is necessary to view the minutes on the Parish Council website and not through other routes. The Parish Council launched a new website on Wednesday 10<sup>th</sup> July, but the minutes from 2020 are all fully available there as they were on the previous website.
- (The website address remains the same, <https://www.allithwaiteandcartmel-pc.gov.uk/>)
- 68.2 **Unity Council update:** - If councillor in attendance or report received.  
**No report received.**

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The Chairman welcomed Cllr James to her first meeting and apologised for not doing so at the start of the meeting.

69 To consider written **applications for the office of parish councillor** and to fill vacant seats by co-option – if any.

**None received.**

70 To Confirm the **Minutes** of the previous full council meeting on 13<sup>th</sup> June 2024. (Paper 2024/135)

**RESOLVED: That the minutes of the meeting of 13<sup>th</sup> June 2024 are agreed and be signed.**

71 To receive the **Clerks Report** (for information only). (Paper 2024/136)

**Received.**

72 **Highway Matters: -**

72.1 To receive an update on the situation re parking permits.

**This matter will be addressed in the upcoming meeting with W&FC officers. Potential dates for the meeting are expected next week.**

72.2 To consider and note Highway Matters for information. (Councillors can comment on any minor highways issues currently causing concern).

**It was reported that Fibrus has already run an underground cable on Aynsome Road.**

73 To consider the following **Planning Application and Planning Department Correspondence:**

73.1 **PLANNING APPLICATION REF: 2024/1136/TCA:** Holly Tree House 3 The Flags Ford Road Cartmel GRANGE-OVER-SANDS LA11 6PN: Holly tree to be removed - The holly tree is a tall multi stemmed specimen which is in close proximity to the porch and the telephone line wire. It is not uncommon or a veteran tree and there are plans to replant to populate the garden with other trees 2 metres from property, leaves blocking drains - blocking light for my property and my neighbours property.

**RESOLVED: No objections and no comments.**

73.2 **APPEAL REF: 2023/1136/APP:** The Pastures Log Cabin Park Templands Lane, Allithwaite, Grange-over-Sands, LA11 7QY. Siting 4 holiday lodges, extension of access drive to car hardstanding and foul water connection. An appeal has been made to the Secretary of State against the decision of Westmorland & Furness Council to refuse to grant planning permission. The appeal will be determined on the basis of Written Representations. All representations must be received by 6 August 2024. (Paper 2024/137)

**RESOLVED: That Cllr Johnson will take photographs and send them to Cllr Dean, who will compose the written representation and forward it to the clerk for submission.**

**RESOLVED: Clerk to find the original objection and forward it to Cllr Dean.**

74 To receive an update regarding the **New Unitary Authority Emerging Local Plan** and to agree a way forward.

It was reported that: -

- The new Unitary Authority does not have a Local Plan, and it is imperative to have one in place, therefore it is being rushed through.
- The Parish Council requested a presence from W&FC officers at an open meeting in the Parish, but W&FC declined to attend.
- Details about the proposed plan and the consultations will be in Grange Now. But not all residents receive the newsletter. And the details will only appear in the August edition, which is after the drop-in event at Victoria Hall in Grange on Thursday 25<sup>th</sup> July, from 3.00 pm to 7.00 pm.

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- The Parish Council has £1,000.00 in this year’s budget for the Neighbourhood Plan which has not been spent and could fund a publicity drive regarding the new Local Plan.
- The PC could do a mail-drop to all residents explaining what is happening, and how the change of unitary authority has affected matters. It was thought that the last mail drop cost for under £1,000.00 but postage costs have increased since then.
- Cllr Dean is happy to speak to print services to find out if a letter could be produced by the end of next week.
- Cllr Dean will draft a suitable letter, using the details as reported by W&FC at the recent presentation to PC Chairs and Officers, and will circulate it for comments early next week.

**RESOLVED: To proceed with the mail-drop if it is established that it will be possible to do so before the drop-in event in Grange on 25<sup>th</sup> July.**

75

To agree the **Accounts for Payment**. (Papers 2024/238 and 139)

WaterPlus	Water bill	16.71
CALC	Councillor training	30.00
GrangeNow	News letter	326.68
Walker Conservation Specialist	Conservation work re Pinnacle	5,683.20
Arien Signs and Graphics	Signage	1,354.80
Diane Malley Payroll Services	Payroll	60.00
Dobsons	Storage	24.00
Npower	Electricity bill	44.48
Christine Downey	Clerks salary and home working allowance	1,064.91
HMRC	PAYE, tax and NI	77.92
Dean Shaw	Orchard cut and strim	760.00
Cartmel Village Hall	Room hire	39.00
Staples	stationery	21.60
Cloudy IT	IT support	148.80
The Multi Media Shop	Printer repair	36.00
Cumbria Waste Recycling	Waste collection	33.78
Computer Help at Home	Sorting out the projector	60.00
<b>TOTAL</b>		<b>9,781.88</b>

**RESOLVED: That the payments above are approved.**

**RESOLVED: That the payments will be authorised by Cllr Huggett.**

76

To receive and Update regarding: -

76.1 It support from ICloudy.

**All councillors confirmed that they have now successfully migrated to the new email system.**

76.2 Website update from Aubergine.

It was reported that: -

- The new website is up and running well.
- It works extremely well on a mobile phone.
- The clerk still needs to upload several photographs of councillors.
- Can Cllr Barrett provide a brief councillor profile to the clerk please.
- There is space called “Mission and Aspirations.” This can be removed if not required. The clerk will circulate a draft simple mission statement for consideration.

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- There are pages for Allithwaite and Cartmel called “Your Parish in Pictures.” Can councillors please forward any good photographs that they have of the area to the clerk. These pages can be removed if suitable photographs are not found.
- There is a page for “Community Speedwatch.” There will be items to upload here in due course. (Clerk to request speed gun back from Lower Holker please)
- The newsletter should be uploaded to the monthly news section of the new website.
- The clerk will add a page for the new Local Plan information.
- A page regarding the LCSA application can be added in due course.
- There is a page for Cartmel Village Hall. The clerk will find out what contact details the village hall would like to publish here, if any.
- There is a page for the Allithwaite Community Centre. Cllr Sim will find out what contact details the association would like to publish here, if any.

## **A fifth member of the public joined the meeting at this point.**

77 To consider the following **draft policies**: -

77.1 Accessibility Statement. (Paper 2024/149)

77.2 Anti-Fraud Policy and Procedure. (Paper 2024/140)

77.3 Communication and Internet Security Policy and Procedure. (Paper 2024/148)

77.4 Procurement Policy. (Paper 2024/141)

77.5 Project Management Policy. (paper 2024/142)

77.6 Training Policy. (Paper 2024/143)

**RESOLVED: Subject to correction of a spelling mistake in the Training Policy (change ad hock to ad hoc), and the exclusion of the Project Management Policy, the policies listed above were agreed and adopted.**

78 To review the following **policies and procedures**: -

78.1 Financial Regulations. (paper 2024/144)

**RESOLVED: Agreed and adopted.**

79 To consider a **Local Council Award Scheme (LCAS)** application, for a Foundation level award, and to agree a way forward.

It was reported that for the Foundation level award there is an application fee of £50 and a registration fee of £80.

**RESOLVED: To proceed with an application for a foundation level award.**

80 To receive the **Allithwaite Report**. (Paper 2024/147)

**Received.**

81 **Fish Slabs and Pinnacle Project**: - To receive an update on the project, including the siting of the pinnacle, and agree any necessary actions.

**It was reported that the paving slabs have arrived, the contractor is consulting with the school, the work should be completed during the summer and the lottery funding brought to a close.**

82 To receive an update regarding the **Cartmel Riverside Toilets** and agree a way forward.

**This matter will be addressed in the upcoming meeting with W&FC officers. Potential dates for the meeting are expected next week.**

83 To receive an update regarding the **Electricity Supply** to the village (Cartmel) and agree a way forward.

**The letter to the supplier was sent last week and a reply on is awaited.**

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- 84 To consider the following **correspondence** and to agree a way forward and/or a response: -
- 84.1 War Memorial, St Mary's Church, Allithwaite. (Paper 2024/145)  
**RESOLVED: Carry forward to next meeting.**
- 84.2 Request for Unknown Tommy Statue for Allithwaite triangle. (Paper 2024/145)  
**RESOLVED: To purchase a right facing Unknown Tommy Statue, with the wording "Lest We Forget" on the plinth, for proposed location in the Allithwaite Orchard, at the top of the brow by the seat.**  
**RESOLVED: To include an article about the purchase and placement of the Unknown Tommy Statue for Allithwaite in GrangeNow.**  
**RESOLVED: Include a proposal to purchase an Unknown Tommy Statue for Cartmel on the next agenda.**
- 85 To receive **reports from councillors** who represent the Council on **other bodies** (for information only) – if any. **None.**
- 86 **Minor items** for information only, **and items for next agenda.**
- Next Agenda: **None.**
  - Minor Items for information only.
    - Parish Map and archives generally. Clerk to ask W&FC archive exactly what they hold for the PC, and what is happening to the archives following the change of authority. In particular does W&FC hold the original Millenium map in its archive?
  - Regarding the oak tree outside the village hall, it was reported that: -
    - It was thought to belong to Holker estates who put in an application to have it felled.
    - Holker estates then contacted Cllr Huggett to ask who owns the land that the tree sit on, as they do not believe it is their land.
    - Cllr Huggett spoke to David Harvey at Holker Estates. Mr Harvey advised that everybody thinks the land that the oak tree sits on is Holker estates, but that they have not been able to confirm that, and consequently they will not be felling the tree.
    - Holker estates paved the area outside the village hall when the car park was done.
    - A tree specialist has confirmed to Cllr Johnson recently that the tree is diseased and it does need to come down for safety reasons.
    - The tree is dangerous and nobody is accepting responsibility for it. Therefore, clerk to write to district council pointing out that it is dangerous and needs attention.
  - Cllrs Dean and Johnson both submitted responses to the planning application re Higgs Lane.
  - Cllr Huggett spoke to Bell Ingram re the sale of Kirkhead Woods, which were withdrawn from the market so were not sold. No further action is required.
  - It was reported that the new Local Plan does not affect the Neighbourhood Plan.
  - The Clerk reminded members that she only works 14 hours per week, and that it is often not possible to action items agreed at a meeting the following day, or even the following week. A slight delay while the minutes are produced and the weeks emails are dealt with should be expected.
  - The clerk is on holiday for two separate weeks in August.
- 87 Date of next meeting: **12<sup>th</sup> September 2024 at Allithwaite Community Centre.**

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88 To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and by reason of the confidential nature of the remainder of the business, that the public and press be excluded from the meeting, whilst item 89 is considered: -

**RESOLVED: That the public and press be excluded from the meeting whilst item 64 is considered.**

89 To consider any offer received for the Parish Cottage and agree a way forward.

**RESOLVED: That the Parish Council will give six months' notice to the tenant and sell the property.**

**RESOLVED: That Cllr Barrett will obtain advice from the agent on how notice should be given to the tenant.**

As there was no further business the meeting closed at 8.35 pm.