

# STANTON PARISH COUNCIL

Councillors are hereby summoned and members of the public are invited to attend a meeting of the Parish Council to be held on **Monday 27<sup>th</sup> July 2020** in St Thomas' Church, Crosscrake at 7.30pm for the purposes detailed in the following agenda. The meeting will follow Covid-19 Government Guidance with regard to multi use community centres including social distancing.

The Parish Council warmly thanks the Vicar and the churchwardens of St Thomas' Church for their understanding and time in considering and approving the request to hold this meeting

## AGENDA

**1. APOLOGIES**

To receive apologies for absence and approve the reasons

**2. ELECTION OF CHAIR**

Vice-Chair to chair the meeting until a new chair is appointed

Chair to sign Declaration of Acceptance of Office

**3. ELECTION OF VICE-CHAIR**

Vice-Chair to sign Declaration of Acceptance of Office

**4. MINUTES**

To authorise the Chair to sign the minutes of the meeting held on 27<sup>th</sup> January 2020 as a true record

**5. REQUESTS FOR DISPENSATION**

The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest

**6. DECLARATIONS OF INTEREST**

To receive declarations by elected and co-opted members of interests in respect of items on this agenda  
(Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting)

**7. PUBLIC PARTICIPATION**

Members of the public have an opportunity to make statements, ask questions or raise any matters relating to the parish

**8. REPORTS**

a) To receive a report on behalf of the South Lakes Police

b) To receive any relevant matters from the District Councillor

c) To receive any relevant matters from the County Councillor

**9. HIGHWAYS & FOOTPATHS**

Update and progress re faults and problems reported

**10. TREES**

To receive an update

**11. COMMON LAND**

To receive an update on fencing and tarmac

**12. LITTER PICK**

To discuss

**13. PLANNING**

i. To note that the following planning application has been notified as **approved** by SLDC since the last meeting:

**SL/2019/0851 Sellet Estate, The Stables & Willowsway Stud, Stainton**

Variation of condition 2 (approved plans) attached to planning permission SL/2017/0871 (Conversion of three barns to form staff accommodation, erection of new stable block and indoor manege, extension to form utility building, formation of outdoor manege, muck heap, alterations to existing access track, landscaping and provision of associated infrastructure)

- ii. To note that the following planning application has been submitted to SLDC and circulated to members of the Council since the last meeting and subsequently has been notified as **approved** by SLDC:  
**SL/2020/0092 Dreamland Farm, Stainton**  
Widening of existing bridge
- iii. To note that the following planning applications have been submitted to SLDC and circulated to the members of the Council since the last meeting:  
**SL/2020/0245 Paddocks, Willowsway Country Estate, Stainton**  
Single storey rear extension  
**SL/2020/0303 Lodge, Willowsway Country Estate, Stainton**  
Retention of the Lodge as permanent staff accommodation and holiday let (planning permission SL/2018/0379 – temporary living accommodation for the duration of the construction phase of works)  
**SL/2020/0346 Sellet Estate, Stainton**  
Enlargement of existing pond (re-submission of SL/2019/0600 which was granted with conditions on 19/9/19). A notification of the Council's **support** has been submitted  
**SL/2020/0348 & 0349 The Barn at Sellet Estate, Stainton**  
Re-configuration, extension and alterations to two existing dwellings and two further partially completed dwelling units within previously approved barn conversion, change of use of land to provide garden curtilage and parking with erection of two detached garage blocks and associated external works (re-submission of planning permission SL/2019/0579). A notification of the Council's **support** has been submitted  
**SL/2020/0432 & 0435 The Barn, Millbridge Lane, Stainton**  
Discharge of condition 5 (windows and doors) attached to planning permission SL/2019/0030)

#### 14. FINANCE

- a) **To note receipts between meetings:**

HMRC – VAT refund to 31/3/20	£51.93
SLDC – Precept 2020/21	£4,796.22
SLDC – Precept grant	£78.78
B4ST – Refund of Parish Online subscription to 14/5/21	£50.00
B4ST – Donation of surplus monies	£176.81
- b) **To approve the following payments made between meetings:**

M R Richardson - Clerk's February & March Salary £495.60 less PAYE £99.20 plus expenses £60.39 (broadband/telephone/postage/stationery/computer security) and motor expenses £17.10 (38 miles @45p)	£473.89
HMRC - PAYE re M R Richardson	£99.20
CALC – Annual subscription 2020/21	£129.06
Jean Airey – Annual internal audit	£50.00
M R Richardson – Clerk's April & May Salary £568.80 less PAYE £113.60 plus expenses £138.71(broadband/telephone/postage/stationery/computer service contract) and motor expenses £21.60 (48 miles @45p)	£615.51
HMRC – PAYE re M R Richardson	£113.60
GeoXphere Ltd – Annual subscription to Parish Online (B4ST) to 14/5/21	£60.00
Zurich Municipal – Annual insurance premium to 31/5/21	£314.88
- c) **To approve the schedule of payments for July 2020:**

St Thomas' Church – Hire and associated costs of meeting	£20.00
M R Richardson - Clerk's June & July Salary £568.80 less PAYE £113.80 plus expenses £32.63 (broadband/telephone/postage/pdf conversion) and motor expenses £16.20 (36 miles @45p)	£503.83
M R Richardson – Overtime re B4ST grant application £247.80 (20 hours) less PAYE £49.60	£198.20
HMRC – PAYE / NIC re M R Richardson £163.40 +£11.67	£175.07
- d) To approve the Asset Register (emailed to Cllrs.4/5/20) and review the sums insured under the insurance policy
- e) To approve the Receipts and Payments Account for the year ended 31st March 2020
- f) To approve the Certificate of Exemption from a limited assurance review
- g) To approve and sign the Annual Governance Statement 2019/20 (Section 1 of the Annual Return)
- h) To approve and sign the Accounting Statements 2019/20 (Section 2 of the Annual Return)
- i) To confirm the dates of the period for the exercise of public rights

- j) To review, approve and sign the Risk Management schedule
- k) To note the reconciled bank balance at 30<sup>th</sup> June 2020 and counter-sign the bank statement

**15. POLICIES AND PROCEDURES**

To note and confirm the existing Standing Orders, Financial Regulations, Complaints Procedure, Press / Media Policy, Code of Conduct and the procedure for handling requests under the Freedom of Information Act 2000.

**16. APPOINTMENT OF REPRESENTATIVES**

- a) District Association
- b) Canal & River Trust Stainton Project Steering Group

**17. LOCAL ELECTRICITY BILL**

To consider the request for support (emailed to Cllrs.17/7/20)

**18. CONSULTATION & FUNDING REQUESTS**

None

**19. MATTERS ARISING FROM PREVIOUS MEETING**

- a. Report re B4RS
- b. Stainton Aqueduct
- c. BT payphone removal consultation

**20. CORRESPONDENCE**

To note any other correspondence received and not included as an item on this agenda and decide upon any necessary action:

- i. CALC – Cumbria Police & Crime Commissioner’s Council Tax precept consultation (emailed to Cllrs. 7/2/20)
- ii. CCC – Working Together service in South Lakeland (emailed to Cllrs. 7/2/20)
- iii. SLDC – South Lakeland Local Plan review presentation on 30/1/20 (emailed to Cllrs. 7/2/20)
- iv. CALC – Environment Agency Flood Action Week 2020 (emailed to Cllrs. 7/2/20)
- v. CALC – Climate emergency support workshop 13/3/20 (emailed to Cllrs. 7/2/20)
- vi. CALC – Recruitment of chair for the Cumbria Local Nature Partnership (emailed to Cllrs. 7/2/20)
- vii. CCC – Temporary road closure – C5074 Viver Lane, Hincaster (emailed to Cllrs. 7/2/20)
- viii. CALC – February/ March 2020 newsletter (emailed to Cllrs. 10/2/20)
- ix. SLDC – South Lakeland Local Plan review – stakeholder launch (emailed to Cllrs. 11/2/20)
- x. SLDC – Agenda for council meeting on 25/2/20 (emailed to Cllrs.18/2/20)
- xi. SLDC – South Lakeland Local Plan review discussion paper & draft policy review document (emailed to Cllrs. 18/2/20)
- xii. Canal & River Trust – Steering group minutes 29/1/20 (emailed to Cllrs. 18/2/20)
- xiii. SLDC – Engagement pack for South Lakeland Local Plan (emailed to Cllrs.25/2/20)
- xiv. CALC – Major package of support from Government for storm-hit areas (emailed to Cllrs.25/2/20)
- xv. CALC – North West Coastal Access monthly update February 2020 (emailed to Cllrs.25/2/20)
- xvi. CALC – Cumbria in Bloom pride in your community competition 2020 (emailed to Cllrs.25/2/20)
- xvii. Canal & River Trust – Stainton Aqueduct update (emailed to Cllrs.25/2/20)
- xviii. Jogging Pals Team – Kendal Fun Run series (emailed to Cllrs.25/2/20)
- xix. SLDC – Climate conversations (emailed to Cllrs.25/2/20)
- xx. CALC – Final paperwork for District Association meeting on 5/3/20 (emailed to Cllrs.25/2/20)
- xxi. CALC – Campaign for the Local Electricity Bill (emailed to Cllrs.27/2/20)
- xxii. CALC – List of training courses until 25/6/20 (emailed to Cllrs.28/2/20)
- xxiii. CALC – Crosby Ravensworth tree project (emailed to Cllrs.5/3/20)
- xxiv. CALC – ACT Gazette Spring 2020 (emailed to Cllrs.9/3/20)
- xxv. SLDC – Parish remuneration panel report 2020-21 (emailed to Cllrs.9/3/20)
- xxvi. Numerous items from SLDC, CALC and South Lakes Police – Information relating to coronavirus (covid-19) matters; affected bus and district council services; available business support including grants; virtual meetings; and flexibility of meetings
- xxvii. Canal & River Trust – Towpath trail project update (emailed to Cllrs.26/3/20)
- xxviii. CALC – Cumbria LEP update (emailed to Cllrs.30/3/20)
- xxix. CCC – Temporary road closure – C5075 Sedgwick (emailed to Cllrs.4/4/20)
- xxx. CALC – April/ May 2020 newsletter (emailed to Cllrs.17/4/20)
- xxxi. CALC – North West Coastal Access April 2020 newsletter (emailed to Cllrs.22/4/20)
- xxxii. CALC – Update on SLDC Planning Services (emailed to Cllrs.4/5/20)

- xxxiii. SLDC – South Lakeland Local Plan newsletter (emailed to Cllrs.14/5/20)
- xxxiv. Cllr. Brenda Gray – Temporary closure of public footpath at Stainton Aqueduct (emailed to Cllrs.14/5/20)
- xxxv. CALC – Revised Legal Topic Note 31 on local council general powers (emailed to Cllrs.22/5/20)
- xxxvi. SLDC – General handyman scheme resumes (emailed to Cllrs.22/5/20)
- xxxvii. CCC – Temporary closure of footpath 572003 (emailed to Cllrs.15/6/20)
- xxxviii. CCC – Temporary road closure – C5075 Sedgwick (emailed to Cllrs.23/6/20)
- xxxix. CALC – New Code of Conduct consultation (emailed to Cllrs.23/6/20)
  - xl. SLDC – Have your say on social housing scheme (emailed to Cllrs.23/6/20)
  - xli. SLDC – Shape South Lakeland’s post-coronavirus future (emailed to Cllrs.23/6/20)
  - xlii. SLDC – Continuation of the appointment of the Independent Person (emailed to Cllrs.23/6/20)
  - xliii. SLDC – Significant step forward in Bay partnership (emailed to Cllrs.9/7/20)
  - xliv. SLDC – South Lakeland Local Plan review – call for sites (emailed to Cllrs.9/7/20)
  - xlv. SLDC – Climate change action plan approved (emailed to Cllrs.9/7/20)
  - xlvi. CALC – Next South Lakeland District Association meeting 17/9/20 (emailed to Cllrs.15/7/20)
  - xlvii. CALC – NALC’s chief executive’s bulletin (emailed to Cllrs.15/7/20)
  - xlviii. SLDC – Council Tax hardship fund set up by SLDC for residents in need (emailed to Cllrs.17/7/20)
  - xlix. SLDC – Support for green business start-up programme (emailed to Cllrs.17/7/20)
    - I. CALC – NALC policy consultation re upcoming Devolution White Paper (emailed to Cllrs.22/7/20)
    - li. SLDC – Kendal Town Hall clock to be paused from 27/7/20 (emailed to Cllrs.22/7/20)

**21. ANY OTHER BUSINESS**

Important matters arising after publication of agenda (if any)

**22. COUNCILLORS’ ISSUES TO BE RAISED**

No discussions must take place on these matters but will be placed on the next Agenda

**23. DATE OF NEXT MEETING**

To confirm the next meeting of the Parish Council will be held on Monday 21st September 2020 in St Thomas’ Church, Crosscrake at 7.30pm

***Malcolm Richardson***

Clerk to the Council

The Barn, Harmony Hill, Milnthorpe LA77QA

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22<sup>nd</sup> July 2020