

## STANTON PARISH COUNCIL

### Unconfirmed Minutes of the Parish Council meeting held on Monday 17th May 2021

#### at 7.10pm in St Thomas' Church, Crosscrake

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, which followed Covid-19 Government Guidance with regard to multi use community centres including the need for social distancing and the wearing of masks

**Present:** Chair Julie Knowles; Vice Chair John Stott; Cllrs. Geoff Wilson and Hilary Waterhouse (from 8.30pm); District Cllr. Brian Cooper; the Clerk and two members of the public

**1.21 APOLOGIES** were received from District Cllr. Roger Bingham

Cllr. Stott (Vice-Chairman) chaired the meeting until the Chair was elected

**2.21 ELECTION OF CHAIR:** Cllr. Wilson proposed and Cllr. Stott seconded Cllr. Knowles to be the Chair for 2021/22. There were no other nominations and the proposal was carried unanimously. A Declaration of Acceptance of Office form for 2021/22 was signed by Cllr. Knowles and witnessed by the Clerk. Cllr. Knowles stated that she was only able to carry on as Chair with the continued support of her husband and the considerable amount of work done by Bryan Knowles was wholeheartedly acknowledged by the Council

**3.21 ELECTION OF VICE-CHAIR:** Cllr. Knowles proposed and Cllr. Wilson seconded Cllr. Stott to be the Vice-Chair for 2021/22. There were no other nominations and the proposal was carried unanimously. A Declaration of Acceptance of Office form for 2021/22 was signed by Cllr. Stott and witnessed by the Clerk

**4.21 ELECTED (NOMINATED) COUNCILLORS:** Cllrs. Wilson and Waterhouse both signed Declaration of Acceptance of Office forms, which were witnessed by the Clerk

**5.21 MINUTES: Resolved** that the minutes of the meeting held on 14th December 2020 be confirmed as a true record and be signed by the Chair

**6.21 APPOINTMENT OF COUNCILLOR TO FILL CASUAL VACANCY:** It was agreed to make enquiries as to persons willing to be co-opted and to make a decision at the next meeting

**7.21 REQUESTS FOR DISPENSATION:** None

**8.21 DECLARATIONS OF INTEREST:** None

**9.21 PUBLIC PARTICIPATION:** No issues were raised

#### **10.21 REPORTS:**

a) District Councillors: District Cllr. Bingham had sent a written report that had been emailed to Cllrs on 16<sup>th</sup> May 2021 with regard to the SLDC by-elections; the Police and Crime Commissioner election; open meetings; local government reorganisation; and the Kendal Flood Abatement Scheme. District Cllr. Cooper also gave a short report on some of these items

b) County Councillor: There was no report

#### **11.21 HIGHWAYS & FOOTPATHS:**

a) The Clerk reported that the repairs to the becksides walls had been scheduled for June/July 2021 and that he was still waiting to hear about the repairs to the ford

b) The Chair reported that the fifth bridge repair/ replacement was imminent

c) Underhelm Wood - there had been some concern regarding a large tree which had fallen across the footpath and damaged a wall (Mr. Knowles had attended to these items) and another tree from which the farmer requested a branch was taken down using a cherry picker. It was agreed to discuss the ownership of Underhelm Wood at the next meeting as the temporary closure of the footpath would involve the Council in considerable cost

d) Several potholes were reported

e) The parish were to request that the County Council carry out the complete re-surfacing of the road from the A65 to the Church in the next financial year

f) It was agreed to use any locality grant in the current financial year to purchase a new bench

g) Cllr. Wilson asked that the Council consider locations for tree planting

**12.21 LITTER PICK:** The appeals for volunteers to pick litter in their own vicinity had been successful and a good number of people had done so

**13.21 CELEBRATION OF END OF LOCKDOWN:** A decision about a possible community get-together was deferred until the next meeting

**14.21 20 MPH SPEED LIMITS:** It was agreed to investigate the possibility of a joint initiative with Sedgwick and Heversham Parish Councils

#### 15.21 PLANNING:

It was noted that the following planning applications had been refused since the last meeting:

**SL/2020/0840 & 0841 The Paddocks, Willowsway Stud, Willowsway Country Estate, Stainton**  
Single storey rear extension (part retrospective) and installation of flue (retrospective) (resubmission of SL/2020/0245 & 0246)

It was noted that the following planning applications have been approved since the last meeting:

**SL/2020/0673 Willowsway Lodge, Willowsway Country Estate, Stainton**

Variation of condition 1 (temporary time period) attached to SL/2018/0379 (temporary living accommodation for the duration of the construction phase of works)

**SL/2020/0700 Helmdene, Oxenholme, Kendal**

Replacement of existing buildings and associated structures with a single storey pitched roofed shed / garage

**SL/2020/0435 The Barn, Millbridge Lane, Stainton**

Application for non-material amendments to window positions following grant of planning permission SL/2019/0030

**SL/2020/0432 The Barn, Millbridge Lane, Stainton**

Discharge of condition 5 (windows and doors) attached to planning permission SL/2019/0030

**SL/2020/0795 Land to the south of Willowsway Lodge, Willowsway Country Estate, Stainton**

Retrospective application for installation of fence and hedge surrounding Klargester Biodisk BF package treatment plant

**SL/2020/0714 & 0715 Willowsway Country Estate, Stainton**

Creation of private amenity space for The Barn and The Bothy; construction of a garage, single storey extension and porch for The Barn (part retrospective)

It was noted that notification of appeal against refusal of planning permission had been received:

**SL/2020/0627 Helm Mount Farm, Barrows Green**

Change of use of part of storage building to wheelchair accessible holiday let

It was noted that the following planning applications had been submitted to SLDC and circulated to the members of the Council since the last meeting:

**SL/2021/0324 & 0406 The Barn and The Bothy, Willowsway Country Estate, Stainton**

Amendment of conditions 6 & 8 of approvals SL/2020/0714 & 0715

#### 16.21 FINANCE:

**a) The following receipts between meetings were noted:**

SLDC – Locality grant re defibrillator	£350.00
HMRC – VAT refund to 31/3/21	£104.50
SLDC – Precept 2021/22	£4,925.75
SLDC – Precept grant	£64.25

**b) The following payments between meetings were approved:**

Wellers Hedley – Legal costs re common land	£264.00
M R Richardson - Clerk's December & January Salary £584.10 less PAYE £116.80 plus expenses £22.06 (broadband/telephone/postage) and motor expenses £6.30 (14 miles @ 45p)	£495.66
HMRC – PAYE re M R Richardson	£116.80
South Westmorland Village Maintenance Association – Gritting	£234.20
M R Richardson – Clerk's February & March Salary £519.20 less PAYE £103.80 plus expenses £20.66 (broadband/telephone/postage) and motor expenses £12.60 (28 miles @45p)	£448.66
HMRC – PAYE re M R Richardson	£103.80

**c) The following payments were approved:**

St Thomas' Church – Hire and associated costs of meeting	£20.00
M R Richardson - Clerk's April & May Salary £584.10 less PAYE £116.80 plus expenses £60.99 (broadband/telephone/computer service/postage) and motor expenses £20.70 (46 miles @ 45p)	£548.99
HMRC – PAYE re M R Richardson	£116.80
Jean Airey – Internal audit	£50.00
CALC – Annual subscription	£133.48
Zurich Insurance – Annual insurance premium	£319.01

**d) It was noted that the budget and the precept 2021/22 were approved on 12<sup>th</sup> January 2021 by email and telephone as per the drafts presented on 14<sup>th</sup> December 2020**

**e) The Receipts and Payments account for the year ended 31<sup>st</sup> March 2021 was approved**

**f) The annual internal audit report for the year ended 31<sup>st</sup> March 2021 was received and noted**

**g) The Certificate of Exemption from a limited assurance review was completed and signed**

**h) The Annual Governance Statement 2020/21 (Section 1 of the Annual Return) was approved and signed**

**i) The Accounting Statements 2020/21 (Section 2 of the Annual Return) were approved and signed**

**j) The dates of the period for the exercise of public rights were confirmed as 21<sup>st</sup> June to 30<sup>th</sup> July 2021**

**k) It was resolved that the Asset Register dated 31<sup>st</sup> March 2021 be approved and signed and the sums insured under the insurance policy were reviewed and confirmed**



- l) The Risk Management schedule 2021/22 was reviewed, approved and signed
- m) The Clerk reported that the reconciled bank balance at 30<sup>th</sup> April 2021 before making the payments in c) was £11,815.53. The Chair was authorised to counter-sign the bank statement

**17.21 POLICIES & PROCEDURES:** 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 were noted and confirmed

**18.21 APPOINTMENT OF REPRESENTATIVES:** Representatives were appointed as follows for the following outside bodies:

- a) District Association – Cllr. Stott
- b) Canal & River Trust Towpath Trail Group – Cllr. Wilson

**19.21 CONSULTATION & FUNDING REQUESTS:** None

**20.21 MATTERS ARISING FROM PREVIOUS MEETINGS:**

- a) **Towpath Trail:** Cllr. Wilson stated that there was nothing to report other than some items had been left behind after the work had been completed and that the planting of the promised trees had not taken place
- b) **BT payphone removal / defibrillator:** The Clerk reported that the quote from Electricity North West was just over £9,800 plus VAT for the reinstatement of the power supply to the kiosk. It was therefore agreed to cancel the proposed purchase of the kiosk and to ask the local first responders to supply the defibrillator at Stainton Institute. The Council agreed to pay to Stainton Institute the £350 received as a locality grant towards the cost of installation and future running costs

**21.21 CORRESPONDENCE:**

The following correspondence received and not included as an item on this agenda was noted:

- i. Further items from SLDC and Cumbria Police relating to coronavirus (Covid-19) matters
- ii. Several items from SLDC and CALC concerning local government reorganisation and The Bay authority proposal
- iii. Various items re the death of HRH The Prince Philip, Duke of Edinburgh on 9<sup>th</sup> April 2021
- iv. The items listed in a schedule emailed to Cllrs on 12<sup>th</sup> May 2021, which is attached to the minutes in the minute book and on the website

**22.21 ANY OTHER BUSINESS:** None

**23.21 COUNCILLORS' ISSUES TO BE RAISED AT NEXT MEETING (*No discussions must take place on these matters but will be placed on the next Agenda*):** None

**24.21 DATE OF NEXT MEETING:** The next meeting of the Parish Council will be held on Monday 26<sup>th</sup> July 2021 in St Thomas' Church, Crosscrake at 7.00pm.

The meeting closed at 9.25pm.

## STANTON PARISH COUNCIL

To note the following correspondence, which has been received and not included as an item on the agenda for the Parish Council meeting on 17<sup>th</sup> May 2021, and to decide upon any necessary action:

- i. CALC – Updated NALC Legal Topic Note on easements over common land and village greens (emailed to Cllrs.21/12/21)
- ii. SLDC – News release - £500,000 plan to boost town is approved (emailed to Cllrs. 21/12/20)
- iii. CALC – North West Coastal Access update December 2020 (emailed to Cllrs. 21/12/20)
- iv. SLDC – Extra accommodation for rough sleepers to be created in South Lakeland (emailed to Cllrs. 21/12/20)
- v. Canal & River Trust – Towpath Trail Steering Group minutes 25/11/20 and other documents (emailed to Cllrs. 22/12/20)
- vi. CALC – Opportunity to become a volunteer to help deliver a new programme to boost knowledge about climate change (emailed to Cllrs. 4/2/21)
- vii. SLDC – Greening campaign open meeting on 16/2/21 (emailed to Cllrs.4/2/21)
- viii. CALC – Friends of the Lake District virtual dark skies festival 5-21 February (emailed to Cllrs.4/2/21)
- ix. CALC – NALC consultation briefing on local authority model design code (planning) (emailed to Cllrs.24/2/21)
- x. SLDC – Lateral flow community testing sites in Cumbria (emailed to Cllrs.24/2/21)
- xi. CALC – NALC comments/ questions re consultation on Right to Regenerate (emailed to Cllrs.24/2/21)
- xii. SLDC – Council plan for recovery and renewal agreed 23/2/21 (emailed to Cllrs.24/2/21)
- xiii. SLDC – Council approves new budget and sets Council Tax 2021/22 (emailed to Cllrs.24/2/21)
- xiv. SLDC – Council Tax support scheme to continue (emailed to Cllrs.25/2/21)
- xv. CALC – Carbon calculator for parishes (emailed to Cllrs.10/3/21)
- xvi. CALC – Presentation slides from Nature Recovery event 25/2/21 (emailed to Cllrs.10/3/21)
- xvii. CALC – February/March 2021 newsletter (emailed to Cllrs.10/3/21)
- xviii. Power for People – Webinar invitation re driving the community energy revolution (emailed to Cllrs.10/3/21)
- xix. Canal & River Trust – Towpath Trail Steering Group minutes 24/2/21 (emailed to Cllrs.19/3/21)
- xx. CALC – Training events to 30/6/21 (emailed to Cllrs.19/3/21)
- xxi. SLDC – Climate change science and solutions training sessions (emailed to Cllrs.19/3/21)
- xxii. CALC – Zero Carbon Cumbria Partnership update (emailed to Cllrs.28/3/21)
- xxiii. SLDC – March newsletter from the Locality Services Team (emailed to Cllrs.28/3/21)
- xxiv. CALC – Cumbria County Council funding bids and initiatives re the environment & green recovery (emailed to Cllrs.28/3/21)
- xxv. SLDC – Briefing notes re popup campsites (emailed to Cllrs.31/3/21)
- xxvi. CCC- Highways Feedback Survey results and reports (emailed to Cllrs.12/4/21)
- xxvii. CALC – North West Coastal Access update 31/3/21 (emailed to Cllrs.12/4/21)
- xxviii. Cumbria Police – Wildlife and rural affairs Spring 2021 (emailed to Cllrs.12/4/21)
- xxix. SLDC – Link to the agenda for the Standards Committee meeting on 20/4/21 (emailed to Cllrs.17/4/21)
- xxx. CALC – Draft minutes of South Lakeland District Association meeting on 4/3/21 (emailed to Cllrs.17/4/21)
- xxxi. CALC – NALC briefing re DCMS rural broadband consultation (emailed to Cllrs.24/4/21)
- xxxii. SLDC – Application process open for business restart grants (emailed to Cllrs.28/4/21)
- xxxiii. CALC – MHCLG electronic communications infrastructure consultation (emailed to Cllrs.28/4/21)
- xxxiv. CALC – North West Coastal Access update 27/4/21 (emailed to Cllrs.11/5/21)
- xxxv. CALC – Climate change interactive sessions in June and September 2021 (emailed to Cllrs.11/5/21)
- xxxvi. CALC – Highways management system changes update (emailed to Cllrs.11/5/21)
- xxxvii. CCC- Local cycling & walking infrastructure plans public consultation (emailed to Cllrs.11/5/21)
- xxxviii. SLDC – Locality Services Team May newsletter (emailed to Cllrs.11/5/21)
- xxxix. SLDC – Welcome Back fund briefing (emailed to Cllrs.11/5/21)
  - xl. CALC – Chief Executive’s briefing (emailed to Cllrs.11/5/21)
  - xli. CALC – Advice on face to face meetings (emailed to Cllrs.11/5/21)
  - xl. CALC – April/May newsletter (emailed to Cllrs.12/5/21)
  - xl. CALC – Local Nature Recovery Strategy Pilot (emailed to Cllrs.12/5/21)