

**MINUTES OF THE MEETING (being the Annual General Meeting) HELD IN THE
VILLAGE HALL MILLBECK ON Tuesday 24 May 2011 at 9.30 am**

Following the Elections on 5 May 2011 J Wilson J Boniface B Bulman A Gibbs & J Wood were re-elected to the Parish Council and had signed Acceptances of Office and Disclosures of Financial Interests. There were two vacancies.

PRESENT : Mr J Wilson (in the Chair) Mrs J Boniface Mrs B Bulman & Mr J Wood
In attendance : Clerk. Ms M Climie

2011.28 **Election of Chairman and Deputy Chairman**

Councillor J A R Wilson was unanimously elected Chairman and he signed his Declaration of Acceptance of Office. Councillor J Boniface was unanimously elected Deputy Chairman. The Clerk was instructed to write the former Councillors who had just retired – David Roberts and Edith Helme - to thank them for their hard work and send them best wishes.

2011.29 **Apologies for absence** Mr T Gibbs

2011.30 **Minutes** The Chairman was authorised to sign the Minutes of the last meeting, held on 23 March 2011.

2011.31 **Declarations of Interest**

Following the Election it was noted that Members had signed fresh Declarations of financial Interests. Members were asked to declare any interest in any Agenda items and Cllor Wood disclosed a non-prejudicial interest as a Trustee of Calvert Trust (see 2011.37(ii))

2011.32 **Co-option of new Councillors**

It was noted that there were two vacancies on the Council which it was decided to fill by co-option. An invitation to offer for co-option would be included in the next Newsletter which would go out as soon as possible and be delivered to each dwelling in the parish, and a notice would be put in the Reminder and on the Parish Website. If more than two people offered to be co-opted the Councillors would decide by vote.

2011.33 **Election of Representatives**

Councillor Boniface was elected to be the Representative on the Village Hall Committee; Councillor Bulman was elected as Representative on the Neighbourhood Forum. Former Councillor David Roberts had agreed to continue to attend and report on Derwent 7 meetings of the Transport Sub-Committee, and Nick Moore would attend Housing sub-committee meetings. Cllor Wilson would attend General D7 meetings. Maggie Climie would assist the Parish Council by attending meetings to be arranged by CALC to improve broadband services in the area and would report back. Clerk to give her contact details to CALC.

2011.34 **Review of Policies and procedures**

The Council reviewed its policies and procedures as follows :

- (i) Standing Orders : no change
- (ii) Financial Regulations : 4.2 expanded to state specifically that accounts should be on Receipts and Payments basis and books closed 31.March each year.
- (iii) Freedom of Information Scheme no change
- (iv)

Terms of Reference of Planning Committee : no change (v) Consultation Policy (General) : no change (vi) Risk Assessment Policy - further paragraph relating to use of hard drive to back up data to be included. (vii) Model Code of Conduct : no change (viii) Floral Tributes : no change (ix) Protocol for Internal Audit : no change.

2011.35 **Public Participation** No matters raised at this stage.

2011.36 **Finances**

(i) The Bank mandate was reviewed and the Chairman Cllor J Wilson and Cllor B Bulman would remain as signatories, and the new Deputy Chairman Cllor J Boniface would be added as a signatory.

(ii) The Statement of Account for the year ended 31 March 2011 which had previously been circulated was approved. The Council considered the questions in Section 2 of the Annual Governance Statement and agreed that all should be answered in the affirmative and that the Statement should be signed by the Chairman. It was reported that the Internal auditor had completed and signed the internal audit statement.

(iii) It was agreed that Mrs Nancy Bennell should be appointed as the Internal Auditor for the current year.

(iv) It was reported that the first instalment of the Precept (£1475) had been received

(v) It was Resolved to approve the signing of the following cheques :
AON for insurance £621.52; CALC subscription £117. Andrew Wilson for grass cutting £37.

(vi) It was noted that the funds in the Neighbourhood Watch account (£270.90) had been transferred into the Parish Council account. These would be ringfenced for expenditure on similar matters when required, and parishioners would be notified in the next Newsletter.

(vii) It was resolved to donate £100 to Air Ambulance (see Minute 2011.05) and £50 to Theatre by the Lake.

2011.37 **Lake District National Park Authority**

(i) The Minutes of Planning Committee dated 6 April 2011 were received and the responses given were noted re **7/2011/2061 Calvert Trust CA12 4QD** amend Condition 2 of 2007/2150 layout and access ramp (support); **7/2011/2097:**

Oakfield Re-submission of demolition, extension and alterations (support)

(ii) Applications were considered : **2011/2087 Calvert Trust CA12 4QD** extend woodland course and install zip wire(Support) ; **2011/2097** New Close Piggery – barn extension (Support); **2011/2101 Sewage Work** divert power line (no objection); **2011/2047 Merlestead re-roofing and extension** This was compared with the previously approved extension (7/2008/2031) which the council had strongly objected to but which was approved. This application was an improvement in the Council's view since the roof line would be lower. It was noted that the permission for the large extension already granted would not be affected by the current application. The response would be neither to support, nor object; a comment should be made on the changing character of this area which was becoming occupied only on a temporary basis.

(iii) Notification **7/2011/2096** relating to the Barn opposite Common Hill at Thrushwood. A small extension on the side away from the road from where it would not be visible. Owner of Common Hill had been informed but had not requested any comment to be made.

(iv) Up-date Underscar Manor and Crosthwaite Meadow

The owner of Underscar had appealed against the lack of determination by the National Park of applications for a new garage, new front gates and garden pavilion (7/2010/2264 & 7/2010/2265) The Inspector had permitted the gates, but rejected the garage (on account of disturbance to trees) and rejected the pavilion (as obtrusive and not related to existing development).

Crosthwaite Meadow – caravan on field. Three enforcement notices had been served. The owner appealed two of these and the result of this was not yet known. The third order required the removal of the caravan, and this had not been appealed against. The time for compliance had expired and the NPA were deciding on their next step, which was likely to be a Magistrate’s Court hearing re non-compliance. The outcome of this could be a fine. The legal department was considering this course of action. It seemed to be the case that there was no action which could be taken which could result in eviction. Decided : a letter should be written seeking clarification, and also advising of reaction of local people if nothing was done, and urging all possible action to be taken speedily.

(v) Advice noted that Park Management Service in addition to setting up teams of officers to serve each Distinctive Area would also be moving toward setting up teams of Members.

(vi) Notes of a meeting of the Partnership Forum on 18 April 2011 were received.

(vii) News had been received that John Hayton had been elected unopposed to be a parish representative on the National Park board.

(viii) Site Allocations Parish Council had been asked to give information about ownership of certain fields around Greta Bank Vet Surgery. Believed to belong to Mr Spedding but he had been unable to access the link on the website to check. Paper copies had now arrived and would be sent to him to confirm. These were allocated for housing. At the appropriate time when the next stage of consultation had arrived the Council would consider whether all the sites were suitable, or just the one furthest away from the A66, and also whether Applethwaite Farm could be included for “down-sizing” housing.

(ix) Parish Tours Cllor Wilson booked in for tour in the West Area on 12 July and Cllor Bulman agreed to go on local tour of North Area on 9 June.

(x) Change of use of Crosthwaite Garage to a café, which was alleged to be about to become a “Bikers’ Café”). A number of complaints had been made locally about the potential nuisance from this use. Since this property is not in the Parish , and the council therefore had not been invited to comment. it was agreed merely to write and express concerns about possible noise nuisance and congestion, and speeding on A 591, and suggest restricting hours of opening.

2011.38

National Trust

A letter had been written to the National Trust in early April asking for them to consider installing a barrier on the millstream at Millbeck in order to divert it at times of flood into the main beck. This letter had been known to have arrived, but no response had been received, nor to a telephone message requesting a response, or

at least an acknowledgment. Clerk to pursue this.

2011.39 **Cumbria Association of Local Councils** Receipt of Circulars for April and May was noted and Clerks Direct was put for circulation.

2011.40 **Cumbria County Council**

(i) The restoration of the X4 bus service was noted, and it would have to be used or it might again be lost.

(ii) **Brundholme Road** A letter had been received from the Council indicating that in its view it was not cost-effective to maintain this road. They proposed either :

(i) to prohibit all vehicles including cycles

or

(ii) to stop up the highway, which will remove vehicle rights for motor vehicles and cyclists, leaving only pedestrian and private access rights.

The views of local landowners had been sought and the matter was considered. It was agreed to ask for evidence about the geological situation, and about the calculations of costs which led to the judgment that repair was uneconomic. Concern should also be expressed about the effects on farming forestry tourism and local occupants of closing the road, and asking if speed or weight restrictions would be considered as an alternative. The effect of precedent should also be mentioned – would it lead to other roads which are expensive to keep up being closed.

2011.41 **Correspondence from Statutory Bodies**

A consultation had been received about the way in which ward boundaries should be drawn. Other parish councils had responded that geography and demography should be taken into account rather than merely head counting. It was agreed Clerk to research and reply on similar lines.

2011.42 **Derwent 7**

Noted that all Members would be invited to AGM and agreed that as many as could should attend – date not yet known.

2011.43 **Non Statutory Correspondence**

Friends of Lake District Annual Report, and Fieldwork put for circulation.

Email to be sent to relatives of Dr and Mrs Spearing expressing appreciation for seat in Applethwaite.

Letter received from Mrs Hartley at Dancing Gate regarding unauthorized mountain bike route created on Dodd which was causing flooding on highway, speed at junction near Dancing Gate, and danger of turning off the A591 on to the Millbeck Road. Councillors agreed that all these were problems and would assess how to tackle them. Contact to be made with landowner, Forestry Commission, Police, Highway Authority and County Councillor.

2011.44 **Date of next meeting : Thursday 21 July at 9.30 am**