**UNDERSKIDDAW PARISH COUNCIL**

**MINUTES OF THE MEETING held in the Underskiddaw Church Rooms on Tuesday 15th January 2019 at 14:00**

**PRESENT:** Mr J Wilson (in the Chair), Mr Tony Gibbs, Mr Chris Corder, Mr Ian Hall, Mr David Horsburgh, Mrs Jan Boniface, Mr David Lake, Becx Carter-Parish Clerk, Keswick Town Councillor David Burn, 2 members of the public

**2019.01 Apologies for absence.**

None received

**2019.02 Minutes of the 20th November 2019**

 **Resolved** that the minutes be signed as a true and accurate record by Cllr J Wilson in his role as Chair of the meeting.

 **Action: Clerk to upload minutes to website.**

**2019.03 Application for Co-option**

 Mr David Lake attended the meeting and expressed his interest in applying for the co-option vacancy. The Clerk confirmed that all necessary checks had been undertaken & Mr David Lake was fully eligible to be a Parish Councillor.

 **Resolved** by all present that Mr David Lake be appointed to the 1 vacancy open for co-option. Mr D Lake completed a declaration of acceptance of office form which was witnessed by the Clerk.

 **Action: Clerk to file the relevant paperwork (DPI & Councillor eligibility form) with ABC.**

 **Action: Clerk to update the website with Mr D Lake’s appointment**

 **Action: Clerk to update the email distribution list to reflect Mr D Lake’s appointment.**

**2019.04 Declarations on Interest.**

 None

**2019.05 Public Participation**

 2 Members of the Public were present only 1 member of the public wished to speak:

 Village Hall Update

A number of interested individuals have been identified who may be interested in forming a new committee. It is hoped that a meeting will be taking place later on this month and things will progress from there. Despite the fact that there have not been many events at the Village Hall over the past year the regular bookings have continued and have resulted in the Village Hall finances nearly breaking even.

It was noted that the Carol Service held at the Village Hall before Christmas was a very well attended event and the local community thanked those who had organised it.

**2019.06 Update from other bodies (if present)**

 *Keswick Town Council- Mr David Burn*

Keswick Town Council are seeking the written support of Underskiddaw Parish Council for the installation of a Speed Indicating Device (SID’s) on High Hill in Keswick. The Keswick Community Asset Company have the funding for two SID’s devices (one on High Hill, one on Chestnut Hill) but Cumbria County Council consent is required. CCC have granted consent for the one on Chestnut Hill but have yet to allow the High Hill one. The SID would flash up with a vehicle’s speed and monitor traffic speeds & movement but would not record details of individual vehicles.

 **Resolved** by all present that Underskiddaw Parish Council are fully in support of the installation of a Speed Indicating Device on High Hill.

 **Action: Clerk to submit a letter of support to Mr Karl Melville at CCC and copy KTC Cllr D Burns in.**

*LDNPA- Local Plan Review*

The Clerk updated Councillors that the next stage of the LDNPA Local Plan Review has been delayed due to the volume of comments received as part of the consultation in 2018.

**2019.07 Clerks Report**

All matters were covered in the Clerks written report circulated to all councillors prior to the meeting.

1. *Calvert Way*

The Clerk informed Councillors present that CCC requested the LDNPA reviewed the compliance with planning conditions, and it has been confirmed that there is an outstanding condition to be complied with relating to off-site highways matters. This matter is being looked into and the LDNPA/CCC will be pursuing the required infrastructure improvements.

**Action: Clerk to make Keswick Town Council aware of this as from the 1st April 2019 this area will no longer be a part of Underskiddaw Parish Council following the outcome of the Community Governance Review.**

1. *Community Governance Review Outcome*

The Clerk informed the meeting that Allerdale Borough Council had approved the Community Governance Review and as of the 1st April 2019 the Calvert Way area would become part of the Keswick Town Council area.

**Action: Clerk to ask for a revised Parish Map from Allerdale Borough Council.**

1. *Keswick Garden Centre*

It was noted that local residents have been raising concerns once again regarding the untidy visual appearance of this site.

**Action: Clerk to report these concerns to the LDNPA to consider untidy site proceedings**

1. *Overgrown Vegetation in the Parish*

Thanks, were noted to Cllr D Horsburgh for the work undertaken on cutting back the hedges in Applethwaite to improve road width/visibility.

**2019.08 Finances**

1. *Bank Balances*

**Resolved** that these were noted as:

Current Account £7,521.81 at 5th November 2018

Money Manager £2,629.84 at 31st December 2018

1. *To approve the Bank Reconciliation and Spend Against Budget Reports*

These reports were signed as a true & accurate report.

1. *Approval of Cheques*

**Resolved** that the following cheques were approved by all present and signed by Cllrs Wilson & Boniface.

Crosthwaite Church Room Hire £25.00

Andrew Wilson Grass Cutting £352.50

 HMRC PAYE Qtr. 3 £101.40

 Becx Carter Salary (Via SO) £406.15

**Action: Clerk to process the above payments**

1. Approval of revised standing orders

**Resolved** by all present that the revised standing orders be approved.

**Action: Clerk to upload the revised standing orders to the Underskiddaw Parish Council website.**

1. Approval of Clerks Statutory Pay rise

**Resolved** by all present that the Clerks Statutory Pay Rise be approved.

**Action: Clerk to update the standing order mandate for signing at the March meeting and calculate any required balancing payment for the current year.**

1. Increase in hourly rate for Andrew Wilson

**Resolved** by all present that Andrew Wilson’s hourly rate be noted has having increased to £12.50 per hour.

**2019.09 Lake District National Park Authority**

1. Decisions

**Resolved** by all present that the below decision be noted:

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Address** | **Proposal** | **Decision** |
| 7/2018/2289 | Crosthwaite Conference Centre, Church Lane, Keswick | Operation of temporary self-catering campsite for 3 weeks to run in conjunction with Keswick Convention | Approved with Conditions  |
| 7/2018/2285 & 2286 | Underscar Manor, Underskiddaw | Restoration & reinstatement of Smoking Tower Access, insertion of discreet structurally independent glazed box to the upper level, general restoration of existing tower & minor reconfiguration of garden wall.  | Approved with conditions.  |

1. Planning applications for consideration

**Ref: 7/2018/2342**

Location: Underscar Manor, Underskiddaw, Cumbria,

Proposal: Garaging for 8 cars, access forecourt, utilizing existing entrance & undercroft grounds equipment storage area (resubmission of planning application 7/2017/2338)

**Resolved** by all present that the Parish Council have no comments or objections to this proposal.

**Action: Clerk to submit these comments.**

1. United Utilities Pipeline Update

The Clerk informed the meeting that despite requesting it from UU detailed plans of the sites, size & scale of the Kiosks, and Access Valves had not been received from UU. The Parish Council believe this should be a matter for planning.

**Action: Clerk to chase this up.**

Underskiddaw Parish Council requested that the Clerk seek a detailed schedule from United Utilities for works to be undertaken within the Parish over the next 4months.

**Action: Clerk to request this from United Utilities & distribute to all Councilors for information.**

**2019.10 Members Reports**

*Footpaths*

It was noted that in the past Underscar Manor had confirmed that they would reinstate the footpath through the woods once the woodland works had been completed.

**Action: Clerk to speak to the Underscar Estate Manager regarding this matter.**

*Defib in Applethwaite*

It was noted that this unit had been vandalized over the Christmas Period. Additional volunteers are required to undertake the weekly checks.

Cllr J Wilson confirmed that one local resident was willing to undertake the checks & Cllr D Horsburgh confirmed he would be willing to be involved as well.

**Action: Clerk to submit the volunteer information to the Community Heartbeat Trust and Mr John Crosbie.**

**2019.11 Date & Time of the Next Meeting**

**Resolved** by all present that the meeting dates for 2019 are:

Tuesday 12th March 2019 at 14:00

Tuesday 14th May 2019 at 14:00

Tuesday 9th July 2019 at 14:00

Tuesday 10th September 2019 at 14:00

Tuesday 12th November 2019 at 14:00

Tuesday 14th January 2020 at 14:00