# Underskiddaw Parish Council Minutes

Minutes of the meeting of the Underskiddaw Annual Parish Council held in Underskiddaw Church Rooms at 14:00 on the 15th March 2022

**Present:** Joe Saxton (Chair), Jan Boniface, Jana Lambert, Diane Griffiths, Ellen Barker

**In Attendance:** Becx Carter (Clerk), Marcus Campbell Savours (ABC), 1 member of the public present.

**Apologies**: Cllr David Horsburgh (Travel Commitments), John Hayes

With 5 councillors present the meeting was quorate.

Prior to the meeting commencing the Clerk informed all present that following the relaxation of the Covid 19 rules on a National Basis the wearing of masks and compliance with the Risk Assessment is now voluntary. If restrictions were to chance in the future the Risk Assessment would be updated and re-adopted.

**Action: Clerk to update the website & agenda template**

# 15/2022 To elect a Vice Chairman for the forthcoming year

## Election of Vice Chairperson

The Clerk confirmed that Cllr David Horsburgh had submitted a written request to her via email asking to be considered for this position.

**Resolved** by all present that Cllr David Horsburgh be elected as the Vice Chairman of Underskiddaw Parish Council for the remainder of the 21/22 year.

**Action: Clerk to update the website**

# 16/2022 Apologies for absence

**Resolved** by all present that the above-mentioned apologies from Parish Councillors and the reasons for absence be accepted.

# 17/2022 Approval of Minutes of the Meeting held on the 25th January 2022

**Resolved** by all present that the minutes of the meeting held on the 25th January 2022 be signed as a true and accurate record by Cllr Joe Saxton.

**Action: Clerk to upload the minutes to the website and circulate to all.**

# 18/2022 Request for Dispensations & Declarations of Interest

None received

# 19/2022 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960).

None

# 20/2022 Public Participation

Concern was raised about the width of the carriageway between the Church & Millbeck much of which has been covered by mud & leaves, and there is also damage to the carriageway on the downhill side where the road surface is subsiding, which is dangerous.

It was agreed to include this area in a future working party.

**Action: Clerk to report this via the the HIMS system.**

It was also noted there was dangerous edge to the roadside just after the Applethwaite turn off.

**Action: Clerk to report this on the HIMS system.**

# 21/2022 Application for Co-option (1 Vacancy)

None received

# 22/2022 Update from other bodies (If present)

## ABC-Marcus Campbell Savours

*Leisure Centre-* The Needs Assessment Report regarding the Leisure Centre (to identify the leisure needs for the town) is now in draft form and has been shown to some stakeholders but is not in the public domain yet. ABC promised that there would be a shovel ready project ready for the new organizations commencing in April 2023.

*Local Government Reorganisation-*It was noted that going forward there is only going to be 1 councilor for the Bothel & Wharrels ward (in which Underskiddaw is sited), this is a reduction from 4.

## CCC-Alan Bowness

## LDNPA

## Police

## United Utilities

The Clerk confirmed that despite an invitation being issued to United Utilities to attend this meeting on the 25th January 2022, no response was received until the 8th March 2022 after a number of chase up requests.

Gaynor Murphy the new United Utilities contact for the Parish Council is unable to be present at this meeting.

**Resolved** by all present that it was disappointing that once again the communication and dialogue with United Utilities has been less than satisfactory.

**Action: Clerk to invite United Utilities to the May 2022 meeting of Underskiddaw Parish Council meeting.**

# 23/2022 Clerks report

The Clerk Report had been circulated to all prior to the meeting. The receipt of this report was noted by all.

# 24/2022 Matters for Discussion

## Maintenance Plan

This draft document had been circulated to all via email prior to the meeting, no comments or queries were raised.

Keswick Flood Recovery Group have promised 50 free flood sacks for the Parish, these will be arriving in April, and 25 will be stored in Applethwaite and 25 in Millbank. The location of the storage of these will be confirmed in due course. It was noted that flooding in the Parish is normally linked to surface water run-off.

## Access to Field View Post Box

Concern has been raised regarding the recent works undertaken by the owner of Field View around this post box, this has restricted the width of the access route to the Post Box, and this may mean that the Post Box is no longer fully accessible to those with limited or restricted mobility. This issue has now been resolved by Field View owner.

No further action is required.

# 25/2022 Finance & Accounts

## To receive note of the Bank Balances

**Resolved** by all present that the bank balance be noted as

Current Account £10,645.18 at 28th February 2022

## Invoices for approval

|  |  |  |
| --- | --- | --- |
| **To** | **For** | **Amount** |
| Becx Carter | Salary | £356.18 |
| HMRC | PAYE | £237.20 |
| Andrew Wilson | Parish Maintenance | £157.25 |
| Crosthwaite Church | Room Hire | £25.00 |

**Resolved** by all present that these invoices be paid.

**Action: Clerk to organise the payment of these accounts.**

## Approval of Bank Reconciliation & Spend against Budget Report

**Resolved** by all present that the Bank Reconciliation & Spend against Budget report be accepted as a true and accurate record and signed by the Chair of the meeting.

## Clerks Salary

**Resolved** by all present that the Nationally Agreed Payrise for the Clerk (£11.53 to £11.73 per hour) be adopted with immediate effect, with a balancing payment being made backdating this to the 1st April 2021 (in line with government guidance).

**Action: Clerk to update the figures with Cumbria Payroll Service**

# 26/2022 Lake District National Park Authority

## Decisions

**Resolved** by all present that the below decisions be noted as received.

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| 7/2021/2374 | Crosthwaite Conference Centre | Operation of a temporary campsite for 3 weeks to run in conjunction with Keswick Convention | Approved with conditions |
| 7/2021/2330 | High Gale, Applethwaite, Keswick | Approval of details reserved by condition | Confirmation of compliance confirmed |

## Planning Applications for Consideration

The chair noted that it would be useful for Councillors to undertake site visits on planning applications prior to consider at meeting.

The Clerk informed councillors that there was no update on7/2021/2213 (Installation of 6 shepherds huts) planning application at Underscar. This is likely due to the significant workload that the LDNPA are under due to a number of staff vacancies. The LDNPA are working through applications in chronological order.

# 27/2022 Members Reports

## Village Hall

Cllr Barker updated the meeting that a building survey report has been received and they had a number of key recommendations around better insulation, potentially secondary glazing or double glazing. The Village Hall are seeking quotations for these works.

The Village Hall hopes to host its first community event since Covid began in Summer 2022.

# 28/2022 Dates of next meeting.

**Resolved** by all present that dates for the forthcoming meetings of Underskiddaw Parish Council be set as:

17th May 2022- Underskiddaw Church Room-APM & ACM

19th July 2022- Underskiddaw Church Room

20th September 2022-Underskiddaw Church Room

15th November 2022-Underskiddaw Church Room

Meeting Closed 14:35